

*The Mission of LARL is to link people and communities
to resources and experiences for learning and enrichment.*

**LARL BOARD OF TRUSTEES
FULL BOARD MEETING
MINUTES**

A meeting of the Lake Agassiz Regional Library Full Board was held on Thursday, January 17, 2013 at the Moorhead Library. President Perry called the meeting to order at 5:30 pm.

Board Members Present: Bunes, Bursik, Durand, Eidenschink, Fox, Geray, Hall, Hansen, Ingersoll, Kalil, Perry (President), Rue, Schoenborn, Vinz, Ward, Winterfeldt.

Board Members Absent: Chevalier, Johnson, Knutson, Nelson, Schmid, 2 open positions

Others Present: Fredette, Lynch, Sprynczynatyk.

PUBLIC INPUT
None

APPROVAL OF AGENDA

(Bursik/Hansen) Move to approve the Agenda of the January 17, 2013 Full Board Meeting as presented. MCU.

STATUS OF BOARD APPOINTMENTS/REAPPOINTMENTS

Perry welcomed Terry Kalil, Becker County representative, to the LARL Board.

Fredette stated that Shelly Stolman from Becker County and Dana Johnson from the City of Crookston couldn't be at the meeting but should be at the Full Board meeting in March. Marlys Douglas from the City of Detroit Lakes has been appointed but probably won't be able to attend a meeting until May.

WELCOME TO LIZ LYNCH, NEW LARL DIRECTOR

Perry welcomed the incoming LARL Director, Liz Lynch.

MINUTES OF THE NOVEMBER 15, 2012 FULL BOARD MEETING.

(Ward/Vinz) Move to approve the Minutes of the November 15, 2012 Full Board Meeting as presented. MCU.

(over)

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FINANCIAL REPORT

With 100% of 2012 complete, LARL spent 94.03% of budgeted expenses. The financial report is "unadjusted" and will change as the audit is completed. Although some line items ended over budget, the majority of budget categories came in at or below budget.

BRANCH OVERVIEW

Fredette introduced Tammy Thomasson-Ehrhart, Library Associate I/Branch Librarian at the Fertile Library. Thomasson-Ehrhart discussed the Fertile community and showed slides of the remodel that was recently completed at the Fertile Library.

FINANCE COMMITTEE REPORT

(Vinz/Eidenschink) Move to approve the list of authorized institutions for 2013 as reviewed and recommended by the Finance Committee: Bremer, Morgan Stanley, and Bell State Bank. MCU.

Sprynczynatyk discussed the Signatory responses to 2013 budget requests. All Signatories except for Clearwater and Norman Counties will meet LARL's 2013 budget request. The City of Moorhead will exceed LARL's budget request by \$13,529. Clearwater County's 2013 budget request was \$84,664 but they budgeted \$78,941 (\$5,723 less than requested). Norman County's 2013 budget request was \$87,597 but they budgeted \$81,900 (\$5,694 less than requested).

(Buness/Ingersoll) Move, as recommended by the Finance Committee, that the LARL Director write a letter to Clearwater County informing them they have until February 15 to commit to covering the shortfall or the Gonvick LINK Site will be closed March 1. The Director will also write a letter to Norman County informing them they have until February 15 to commit to covering the shortfall or choose which LINK Site in their County to close. If the County doesn't meet the Budget request and doesn't move on choosing a LINK Site to close, the LARL Board will choose the LINK Site that will close on March 1. MCU.

Sprynczynatyk discussed the 2013 Budget. The revenue budget from Signatories increased by \$2,112, the net effect of Moorhead giving additional funds while Norman and Clearwater Counties gave less than budgeted. In the Grants section of the revenue, the State Basic Support was originally budgeted at a \$20,000 decrease but is actually going to be a \$46,730 decrease. Regional Library Telecom Aid (RLTA) decreased by \$23,747, but there is a corresponding decrease in expenses, so the change nets out to a \$0 change in the budget. Miscellaneous Revenue also decreased by \$11,000 due to low interest rates and the fact that LARL's savings have been decreasing the past few years. The decreases in revenue from the preliminary budget resulted in increasing the Fund Balance/Shortfall by \$36,387. The Personnel expense budget increased by \$2,713 due to health insurance originally being budgeted at a 10% increase but the actual increase was 14.3%. Other Operating Expenses decreased by \$2,650 due to a lower than expected premium on property/liability insurance.

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FINANCE COMMITTEE REPORT - continued

(Fox/Vinz) Move to approve the 2013 Budget as reviewed and recommended by the Finance Committee. MCU.

Fredette briefly discussed the Designated Funds.

(Vinz/Winterfeldt) Move to approve the 2013 Designated Funds as reviewed and recommended by the Director and the Finance Committee. MCU

DIRECTOR'S REPORT

Fredette thanked Durand for working with the City of Moorhead to get \$13,529 more for LARL than was requested in the Preliminary 2013 Budget.

There will be an open house for Sr. Eileen Beutel, retiring Crookston Hub Supervisor, on February 8th at the Crookston Library.

Lynch and Sprynczynatyk have done interviews for a new Crookston Hub Supervisor and will soon be doing interviews for the Moorhead Hub Supervisor and Assistant Regional Library Director positions.

The Legacy booklet for the winter/spring 2013 series is completed and a copy was given to each Board member. Additional copies are available if Board members would like to distribute in their communities.

BOARD MEMBER REPORTS:

Becker County (Bursik, Kalil, Nelson-absent, 1 open position).

No report.

Breckenridge (Fox).

The final Breckenridge Library centennial celebration was an open house held in November with a high school singing group.

Clay County (Hansen, Ingersoll, Ward).

No report.

Clearwater County (Chevalier-absent).

No report.

Crookston (Johnson-absent).

No report.

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Detroit Lakes (1 open position).

No report.

City of Mahanomen (Schoenborn).

Over 50 people have signed up for Hot Reads. A person came in to job shadow Lois (Branch Librarian) last week. The person who job shadowed was a person she did storytime for in the past.

Mahanomen County (Geray).

No report.

Moorhead (Durand, Knutson-absent, Schmid-absent, Vinz, Winterfeldt).

Winterfeldt thanked Durand for her efforts in working with the City of Moorhead to increase funding to LARL.

Norman County/Ada (Hall).

There is an opening in Ada for the Library Associate I/Branch Librarian.

Polk County (Buness, Eidenschink, Rue).

The Climax Library had an increase in circulation in 2012. A few community members have commented to Eidenschink that they wish there were more books in the Climax Library. The Theater part of the Fosston Community Arts Center, where the library is located, underwent a renovation last fall and looks beautiful.

Wilkin County (Perry).

No report.

MN Library Association/Library Trustee and Advocates Section (Bursik)

Library Legislative Day is March 6th in St Paul and all Board members are encouraged to attend.

Northern Lights Library Network (Ingersoll/Vinz).

No report.

Oath of Office

Kalil recited the Oath of Office.

PRESIDENT'S REPORT

Perry discussed the 2013 Committee assignments. If anyone has any concerns with the assignments, please contact Perry or the Director.

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(Schoenborn/Geray) Move to approve the 2013 Board Meeting Schedule as presented. MCU.

Perry thanked Fredette for her years of service to LARL.

The meeting adjourned at 6:40 p.m.