

*The Mission of LARL is to enrich lives and strengthen communities.*

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

**A meeting of the Lake Agassiz Regional Library Full Board was held on Thursday, September 18<sup>th</sup>, 2014 at the Moorhead Public Library. President Perry called the meeting to order at 5:30 pm.**

**Board Members Present:** Bunes, Douglas, Eidenschink, Grimsley, Hall, Hansen, Ingersoll, Kalil, Fox, Perry (*President*), Rue, Schoenborn, Ward, Winterfeldt

**Board Members Absent:** Bursik, Dailey, Geray, Johnson, Knutson, Lake, Vinz, 3 open positions

**Others Present:** Lynch, Sprynczynatyk

**PUBLIC INPUT**

None

**APPROVAL OF AGENDA**

***(Eidenschink/Kalil) Move to approve the Agenda of the September 18, 2014 Full Board as presented. MCU.***

**MINUTES OF THE JUNE 19, 2014 FULL BOARD MEETING.**

***(Grimsley/Rue) Move to approve the Minutes of the June 19, 2014 Full Board as presented. MCU.***

**WELCOME TO NEW BOARD MEMBERS**

Neither of the new board members were present.

**FINANCIAL REPORT**

With 66.67% of 2014 complete LARL has spent 62.33% of budgeted expenses. Expense items appearing high at this time include the following. OCLC/Minitex at 97.66% of budget will finish 2014 closer to \$12,000 rather than the budgeted \$8,000. This line item has been increased for 2015. On page 3 of the report, the line item "Desig Funds – Library of Futur" is in regard to \$25,549.45 used to furnish the new Bagley Library. \$28,000 had been designed by the board for this purpose.

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## **Minutes of the September 18, 2014 Full Board Meeting – Page 2**

### **FINANCIAL REPORT - continued**

***(Kalil/Buness) Move to authorize the Regional Library Director and Business Office to submit the Report of Results Accomplished for the FY2014 Regional Library Basic System Support (RLBSS) Grant. MCU.***

Sprynczynatyk discussed that he researched the Family Medical Leave Act requirements and LARL is not required to have an FMLA Policy. Rather than have a policy that repeats the law and needs to be updated regularly, Sprynczynatyk suggested that the LARL Board consider revoking the LARL FMLA Policy and just have LARL follow the requirements of the law. LARL's attorney agreed it would be in LARL's best interest to revoke the FMLA Policy.

***(Winterfeldt/Schoenborn) Move that the Lake Agassiz Regional Library Family Medical Leave (FMLA) policy be revoked. LARL going forward will follow the FMLA requirements of displaying the required FMLA posters in all locations, distributing a FMLA General Notice to all new hires, as well as posting the FMLA General Notice on the LARL Intranet. MCU.***

### **DIRECTOR'S REPORT**

Lynch reported that LARL would be adding several items in memory of John Chevalier to the collections at the Bagley Library and the Gonvick LINK Site.

Daniel Stenseng will be replacing John Chevalier as Clearwater County's representative on the LARL Board.

LARL is able to accept credit card and debit card payments online, allowing customers to pay fees and fines online.

The Bagley Library looks wonderful and is being used heavily.

Lynch discussed LARL's Integrated Library System (ILS) migration. LARL and Northwest Regional Library currently share an automation system and are planning to migrate from Millennium (Innovative Interfaces) to Evergreen, open source, in October 2015. Migrating from the current system to Evergreen should save approximately \$130,000 over the first six years. There will be extra costs in 2015 for hardware and support for the implementation, but the LARL/NWRL joint project currently has close to \$100,000 saved for automation costs. Currently one Library System in Minnesota uses Evergreen. Lynch will have the LARL IT Director contact other libraries using Evergreen to determine issues or bugs associated with the Evergreen software.

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### **BOARD MEMBER REPORTS:**

#### **Becker County** (Bursik-Absent, Kalil, Grimsley, 1 open position)

Detroit Lakes has a new Youth Librarian who is doing some new, exciting programs.

#### **Breckenridge** (Fox)

There was an open house in Breckenridge that went over really well.

#### **Clay County** (Hansen, Ingersoll, Ward)

In Hawley, they are looking forward to the upcoming Annelee Woodstrom program. Ingersoll reported that Clay County will be meeting LARL's 2015 funding request. Ward reported the Barnesville Friends are having a used book sale on September 26 and 27. Kaia the new librarian in Barnesville does a very good job of promoting and arranging materials.

#### **Clearwater County** (Open)

No report

#### **Crookston** (Johnson-absent)

No report

#### **Detroit Lakes** (Douglas)

The friends had a successful book sale which earned over \$900. There was a successful Legacy bus trip to the Minnesota Military Museum and Lindberg Historical site in Little Falls, MN.

#### **City of Mahanomen** (Schoenborn)

All is going well in Mahanomen

#### **Mahanomen County** (Geray-absent)

No report

#### **Moorhead** (Dailey-absent, Knutson-absent, Lake-absent, Vinz-absent, Winterfeldt)

The One Book One Community was well received with author Christina Baker Kline.

#### **Norman County/Ada** (Hall)

It is not likely that Norman County will be able to meet LARL's funding request for 2015.

#### **Polk County** (Buness, Eidenschink, Rue)

Buness went to Chevalier's funeral and stopped at the Bagley library while there. The new library is very nice. Eidenschink reported they are happy to see that the book shelves in Climax are full. Rue reported she visited the Bagley library and it's very nice.

#### **Wilkin County** (Perry)

No report

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**MN Library Association/Library Trustees & Advocates Section** (Bursik-absent)

No report

**Northern Lights Library Network** (Ingersoll/Vinz-absent)

No report

**PRESIDENT'S REPORT**

Perry discussed that at the last Executive Committee meeting, the LARL board size was discussed. The Committee is going to discuss the board size more in October and will likely bring some recommendations to the full LARL Board in November regarding ways to potentially decrease the size of the Board.

Attendance was also discussed at the August Executive Committee meeting.

Winterfeldt suggested that board members could contribute to the cost of food at the meetings by placing contributions in a jar.

Kalil discussed the letter she gave the board in June. Her intention was to hopefully start the Board thinking about changes that could possibly be made to help with LARL's current financial struggles.

**OTHER**

The meeting adjourned at 7:16 p.m.

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