



# Moorhead Library

## . . . Library Service at Its Best

**BOARD OF TRUSTEES**  
Regular Meeting, December 12<sup>th</sup>, 2017  
Library Meeting Room (lower level), 5:30 p.m.

### **Agenda**

1. Open Meeting
2. Approve Agenda
3. Approve minutes from November 2017 Meeting
4. Public Comment
5. LARL Report
6. Director's Report
7. Other Business
8. Next Meeting: January 9<sup>th</sup>, 2018

Moorhead Library is a Branch of Lake Agassiz Regional Library  
118 5<sup>th</sup> Street South  
Moorhead, MN 56560  
218-233-7594  
FAX: 218-236-7405

Moorhead Public Library

Board Meeting

November 14, 2017

Present: Chizuko Shastri, Megan Krueger, Kristi Carlson, Les Bakke, Mari Dailey, Wayne Ingersoll, Jessica Carter, JoAnne Molstre, Andrew Brammer

Absent: Linda Anderson

There were enough Board members present to have a quorum. Chizuko Shastri, President, conducted the meeting.

#### **Approval of the Agenda**

The agenda was approved as written.

#### **Approval of the October 2017 Minutes**

The minutes were reviewed and approved with the following changes: Andrew Brammer was present.

#### **Public Comment**

The FM Extra newspaper has a section of weekly events that shows other city meetings, maybe we should add our meeting to the list so the public knows they can attend.

#### **Director's Report**

Building issues:

\*The boiler is having ongoing issues. The electrical panel was fixed, but the temperature is still difficult to regulate.

Replacing the boiler is a city issue, it is on the list of repairs the library needs.

\*Exhaust fumes and cigarette smoke are sometimes drawn into the building through the air intake system.

\*They are still using the workaround in the elevator, as the entire button panel will need to be replaced because the single button that is broken cannot be purchased individually.

\*The roof looks like it needs immediate repairs, but it does not currently leak.

The Friends of the Moorhead Library book sale went well, they will have a mini book sale for the first time, on December 9. Their Annual meeting will be January 30 at 6:30 in the Moorhead Library, followed by refreshments and a musical performance.

One book, one community Concordia event had good attendance. The multiple events were a good way to involve the community.

#### **Other business**

Les suggested that Megan be on the "Moorhead Talks" TV program. She said that she has been on the program.

The next Board meeting was scheduled for December 12, 2017 at 5:30 p.m., a social hour with the Friends of the Moorhead Library will be held before, beginning at 4:30.

The meeting was adjourned at 5:45 p.m.

Submitted by,  
Kristi Carlson

Moorhead Library Board  
Board of Trustees, Regular Meeting  
December 12<sup>th</sup>, 2017

**Director's Report**

**Materials and Services**

New Arrivals Feature in Catalog: Customers are able to browse a collection of new arrivals in the online catalog. Items featured in this collection are updated daily.

**Outreach**

Cassey recently hosted a pop-up library at a Reading Night event at Glyndon-Felton elementary school. She has been invited to offer pop-up libraries at other special events hosted by the school.

Megan and Nicole hosted a pop-up at this year's Pangea event at the Hjemkomst Center.

**Meetings and Trainings**

Moorhead staff will attend an active shooter training session with Moorhead Police on December 12. More information will be available the day of the board meeting.

Christina attended a Homeless 101 training session hosted by the FM Coalition for Homeless Persons.

**Building Issues**

Elevator Buttons: ThyssenKrup has ordered the necessary parts to replace the button panel in the elevator.

Curt's Lock & Key recently fixed a lock on one of the upstairs restroom doors.

**Happy Holidays!**

MK 12/06/2017