



# Moorhead Library

## . . . Library Service at Its Best

### BOARD OF TRUSTEES

Regular Meeting, March 13<sup>th</sup>, 2018

Library Meeting Room (lower level), 5:30 p.m.

### **Agenda**

1. Open Meeting
2. Approve Agenda
3. Approve minutes from February 2018 Meeting
4. Public Comment
5. Director's Report
6. Other Business
7. Next Meeting: April 10<sup>th</sup>, 2018

Moorhead Library is a Branch of Lake Agassiz Regional Library  
118 5<sup>th</sup> Street South  
Moorhead, MN 56560

Moorhead Public Library  
Board Meeting  
February 13, 2018

Present: Chizuko Shastri, Kristi Carlson, Robert Anderson, Mari Dailey, Jessica Carter, JoAnne Molstre, Andrew Brammer, Linda Anderson, Wayne Ingersoll, Megan Krueger

Absent:

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 January 2018 Minutes

The minutes were reviewed and approved with the corrections that Linda was absent and a change to correct that Chizuko had inquired if the library staff had a policy regarding cell phone use in the library. Jenny indicated that there is no current policy.

Public Comment

No public comment

Welcome new members:

Robert Anderson

Director's Report

There is a new app from Overdrive Media, called Libby.

A reminder to the public that Library employees do not offer tax advice, just have forms available.

The legacy bus trip is full, there will be another one next spring.

Megan will attend Library Legislative Day on March 6.

Staff has been attending ongoing trainings, including how to deal with patrons who have mental illness.

The Friends of Library had their annual meeting.

The pay phone in the lobby was removed. The library did not own the phone, the company that owned it removed it.

Patrons can continue to use a courtesy phone for local calls.

LARL meeting

Discussed budget updates, but the budget was not finalized at that meeting.

Welcomed new members.

The Crookston branch has received a Bremer grant to remodel. They will be raising matching funds.

The Breckenridge branch remodeling projected is finished.

One signatory did not come through (Polk county) and the Fosston branch lost 3 hours of open time.

Other business

The Master Gardeners had their meeting and will be providing their assistance to the exterior landscaping around the library building. Megan will talk to Bell Bank to verify they will donate flowers again this year.

Ongoing issues with restrooms: alcohol bottles have been found 3 to 10 times a day. The bathrooms are checked and cleaned hourly. The Code of Conduct posters will be displayed in the bathroom. If problems persist, staff is considering having a key at the desk. Another possibility would be to have the volunteer police or employ former residents from a homeless shelter check on them regularly. The bathrooms are one of the items that patrons consistently express concern over.

Most of the feedback regarding the single use bathrooms has been positive. More positive than negative.

Library patronage has not declined over the past few years.

The next Board meeting is scheduled for March 13, 2018 at 5:30 p.m.

The meeting was adjourned at 5:55 p.m.

Submitted by,  
Kristi Carlson

Moorhead Library Board  
Board of Trustees, Regular Meeting  
March 13<sup>th</sup>, 2018

**Director's Report**

**Upcoming Events**

Better Business Bureau Events: The library will host a series of two events provided by the Better Business Bureau on the topic of avoiding online scams and identity theft.

LARL will hold a book sale featuring library discards April 5<sup>th</sup>, 6<sup>th</sup> and 7<sup>th</sup>. This sale will be a bag sale (one bag for \$5).

See event brochures or [www.larl.org](http://www.larl.org) for full listing of events.

**Advocacy and Outreach**

Legislative Day Update: Due to weather, LARL staff were unable to attend Library Legislative Day at the capital on March 6<sup>th</sup>. However, several library staff and advocates participated virtually by contacting legislators by phone or email.

**Building Issues**

Facility Condition Assessment Update: Steve Moore recently presented an update to the Moorhead City Council regarding the FCA conducted in December 2016. His presentation included the top 10 priorities regarding city buildings. This list included repairing the foundation leak in the library. There is no update on a timeline for this project.

NDSU Service Learning Project: A group of NDSU architecture students have undertaken a project in which they will provide a remodel design for a portion of the library building. The students will donate the final design to the library. More information will become available as the project unfolds.