



# Moorhead Library

## . . . Library Service at Its Best

### BOARD OF TRUSTEES

Regular Meeting, June 12<sup>th</sup>, 2018

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

### **Agenda**

1. Open Meeting
2. Approve Agenda
3. Approve minutes from May 2018 Meeting
4. Public Comment
5. Facility Update: Needs Assessment
6. Director's Report
7. Other Business
8. Next Meeting: July 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  
May 8<sup>th</sup>, 2018

Present: Jessica Carter, Andrew Brammer, Wayne Ingersoll, Megan Krueger, Robert Anderson

Absent: Linda Sand, Linda Anderson, Chizuko Shastri, Kristi Carlson, Mari Dailey

There were enough Board members present to have a quorum. Andrew Brammer, Vice President, conducted the meeting.

### **Approval of the Agenda**

The agenda was approved, with the removal of the Policy Update agenda item.

### **Approval of the May 2018 Minutes**

The minutes were approved as written.

### **Public Comment**

No public comment

### **Director's Report**

Megan highlighted a few items from the Director's Report, including the upcoming Summer Library Experience, summer outreach opportunities, the I Love My Library Campaign and various issues with the library building. Issues with the building currently include a roof leak, broken doors, a broken flagpole, and pieces of the roof, siding and landscaping brick found around the property.

### **Friends of the Moorhead Library**

The spring book sale will take place May 11<sup>th</sup> and 12<sup>th</sup>.

### **Other business**

Megan inquired about the board's wish list for the library, including the current building as well as a new building. The board agreed that a new building should be our goal, rather than seeking construction projects to enhance the current facility.

Moorhead Library Board  
Board of Trustees, Regular Meeting  
June 12<sup>th</sup>, 2018

**Director's Report**

**Upcoming Events**

The Summer Library Experience is underway. Please see the summer events brochure or [larl.org/larl-locations/moorhead](http://larl.org/larl-locations/moorhead) for a full listing of events.

**Advocacy, Outreach and Fundraising**

I Love My Library Campaign: LARL raised over \$2,000 during the month of May through the I Love My Library Campaign. In addition to funds for our collection budget, we also received many appreciative comments from customers. I am proud to say that most of the comments were about library staff, including their helpfulness and professionalism. A big Thank You to all staff for serving our community so well.

**Meetings and Continuing Education**

Nicole Boewood and Christina Phipps recently attended a Book Expo in New York City. The Book Expo is a book trade show that brings together authors, booksellers, editors, librarians, and bloggers. Both enjoyed hearing from publishers and learned new tricks for 'selling' books to customers.

**Building Issues**

Roof Leak: We are currently unsure of the status of the roof leak.

Broken Doors: Doors around the building have either been fixed or are currently being fixed.

Flagpole: The flagpole has been fixed. We are still waiting on pricing information to replace the pole so that it does not keep breaking.

Roof and Landscaping Brick: Bricks continue to dislodge from the landscaping surrounding the building. The roof also continues to crumble.

Sprinkler System Leak: LARL Regional Office staff noticed a leak in one of their offices. We are currently working with Simplex/Johnson Controls to obtain a quote and order parts to repair the leak.

HVAC: Current issues with parts of our HVAC system are leaving parts of the library building uncomfortably warm. The issue includes a condensing unit, the air handling unit, and associated piping between the two. Repair for this issue will cost roughly \$75,000, and will come out of the City's Capital Improvement funds set aside for facility issues in the 'Red' category as noted in the Facility Condition Assessment.