



# Moorhead Library

## . . . Library Service at Its Best

### BOARD OF TRUSTEES

Regular Meeting, May 8<sup>th</sup>, 2018

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

### **Agenda**

1. Open Meeting
2. Approve Agenda
3. Approve minutes from April 2018 Meeting
4. Public Comment
5. Policy Review
6. Director's Report
7. Building Wish List
8. Other Business
9. Next Meeting: June 12<sup>th</sup>, 2018

Moorhead Public Library  
Board Meeting  
April 10, 2018

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

Absent: Robert Anderson, Linda Sand

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 March 2018 Minutes**

The minutes were approved with the correction that the letter to legislators regarding funding was sent under the President's signature, not a chairperson.

### **Public Comment**

No public comment

### **Director's Report**

Baby bounce bags are now available. However, none were taken by the parents yet.

The I Love My Library fundraiser will take place in May, any donation amounts accepted. Minimum of \$10 gets a tote bag.

Bell State Bank is going to donate flowers for the front of the building again this year.

A leak is occurring in the same place as it did last year. The roofing company who fixed the roof last year came to look at the issue, they think it may be the pipes. This repair will be paid for by the city.

Steve Moore came to the library April 10 for the Energy audit.

The Friends of the Moorhead Library book sale will take place May 11 and 12. No numbers available at this time for money raised at the library's book sale.

NDSU service learning architect students have not submitted their children's area design to the library yet.

The 1000 Books Before Kindergarten program is going well. Megan estimates 6 kids have finished the program in the 2 years since it began. She also estimates it will continue to increase in popularity each year. Kids get a bag when they sign up and get to pick their favorite book which gets a stamp with the child's name when they finish the program.

Lake park residents came to the Better Business Bureau event. It was commented on that it is nice to see people from out of the FM area attending.

### **2018 Moorhead Library FM Area Endowment Fund Discussion**

Funds were donated to the FM Area Endowment for the library, it is a small amount and the recommendation was to reinvest rather than spending it. This account is separate from the Friends of the Library fundraising amount. The motion was made and approved to reinvest.

**Friends of the Moorhead Library**

Their bi-laws call for a liaison from the Moorhead Library Board. They are inviting any library board members to their meetings. Usually they meet quarterly. The next meeting should take place after the May book sale. The meeting starts around 7-7:30, and usually lasts around 2 hours. Andrew expressed interest, depending if the date and time works with his schedule.

**Other business**

Linda Sand was appointed for Ward 3, she will be replacing JoAnne Molstre.

The next Board meeting is scheduled for May 8, 2018 at 5:30 p.m.

The meeting was adjourned at 5:50 p.m.

Submitted by,  
Kristi Carlson

Moorhead Library Board  
Board of Trustees, Regular Meeting  
May 8<sup>th</sup>, 2018

**Director's Report**

**Programs and Services**

One Vegetable, One Community: The library will participate in the 2018 One Vegetable, One Community program by making seed packets available to the public, hosting two events and growing the vegetable on site.

The children's area now features four new tablets for use by children. The tablets feature educational games and limited internet access. These tablets have replaced the computers and iPads that used to be available.

The library's 1,000 Books Before Kindergarten celebration event, Music with Siana and Dallas, saw seventy-five people in attendance. Thank you to Linda Anderson for volunteering to allow Booker to attend the event!

The Better Business Bureau, Avoiding Scams, appeared on the KVLV news.

**Upcoming Events**

Summer Library Experience: This year, LARL is replacing the Summer Reading Program with the Summer Library Experience. This program will allow kids and adults to explore their imaginations and their communities with events, activities, projects and reading challenges. Stop by any location, or visit [www.larl.org/explore](http://www.larl.org/explore), from June-August to begin your exploration!

**Advocacy, Outreach and Fundraising**

Storytime in the Park: The Moorhead Library will offer Storytime in the Park at various locations this summer. A special storytime at Gooseberry Park will occur once a month in place of our regular Tuesday evening storytime, and include a pop-up library. We will also offer storytime twice a week in conjunction with the school summer lunch program.

Moorhead Farmer's Market: Library staff will host a booth at the Moorhead Farmer's Market once a month this summer. Staff will sell discarded cookbooks and LARL merchandise as well as offer library card signup, book checkouts and coloring sheets for children.

Senior Center: Library staff will begin offering Ask a Techspert sessions at the Moorhead Senior Center this summer, with two sessions planned. This partnership may lead to pop-up libraries or other opportunities in the fall.

I Love My Library Campaign: The I Love My Library campaign has begun and will remain in effect through the month of May. During this campaign, customers can donate to the collection budget in any amount, but are encouraged to donate a minimum of \$10. Those who donate the minimum \$10 will receive an I Love My Library tote bag. Promotional materials for the campaign will demonstrate the financial savings customers benefit from by using the library.

## **Building Issues**

Youthbuild completed the following repairs during the month of April:

- Sanded and refinished the restroom doors in the front entrance
- Glued down or replaced various carpet
- Removed an old security gate at one of the back emergency exits

Roof Leak: We are still dealing with the roof leak mentioned in the April board report. We have had Tecta Roofing, Johnson Controls and Speedy Plumbing look into the leak, with none able to pinpoint the issue as of yet.

Broken Doors: Two doors in the staff entrances have broken hardware. We suspect that this is due to the foundation shifting. At this time we are waiting for them to be repaired or replaced.

Flagpole: The library's flagpole is currently broken. Unfortunately, the flag has been stuck at the top of the pole for a few days and is tattered and worn. We are working to get the flagpole fixed so that we can get replace the flag with a new one. Because this typically happens once a year, I plan to look into pricing options to replace the entire flagpole.

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

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

The upcoming Friends Book Sale is May 11<sup>th</sup> and 12<sup>th</sup>.

MK 05/08/2018