

Moorhead Library Board
Board of Trustees, Regular Meeting
September 10, 2013
Director's Report

Materials and Services

- Lake Agassiz Regional Library has subscribed to a new language learning resource called Pronunciator. This new resource will replace the library's current electronic language learning resource, Mango. Both are great products, however usage statistics are low and Pronunciator offers an equal product at a much lower cost.
- Lake Agassiz Regional Library is also currently working on a new website, set to go live in September. We are hoping to build a website that is more direct and user-friendly in terms of the library's products and services.

Library Activity

- Circulation of library materials continues to be low, however activity in the library building is very high.
- Staff continue to spend a great deal of time helping customers with our digital library offerings.
- Teens/Young Adults have begun using the new teen space in the library – this is very encouraging.

Programs and Events

- Fall events at the Moorhead Library are in full swing! Regular Moorhead Library events include computer classes, weekly storytimes, YELL (a group for teens), a Make It Yourself series and two book clubs.
- The Moorhead Library will also host several Legacy events this fall, although we do not have the booklets this season.
- Special events include:
 - an eReader class taught as part of Moorhead Community Education, free and open to the public, signup required. This class will take place October 22nd at 7pm.
 - The Not-So-Silent Auction, a fundraising event for LARL that will include wine tasting, live music by Rogue Valley and a silent art auction and Minnesota author book sale. This after hours event will take place Saturday, October 5th at 6:30pm.
 - Affordable Care Act Public Information Session: The Moorhead Library will also host two members from Blue Cross, Blue Shield of Minnesota who will provide an overview and answer questions about the Affordable Care Act and the process of obtaining health insurance under this act. This event will take place Monday, October 7th at 4pm.
- The Moorhead Library currently houses an interactive literacy exhibit called The Alphabet Place. The exhibit includes board games and a treasure hunt featuring the alphabet. Those who complete the treasure hunt can bring their slip to the information desk for a prize.
- Storyland Exhibit – this early literacy exhibit was created by the Minnesota Children's Museum and will open at the Moorhead Library October 5th and will close January 26, 2014.

Outreach

- Cori Edgerton, a member of our reference staff, attended Music on the Blacktop at Trinity Lutheran Church.
- Sara Watson Curry – Youth Librarian, held special storytimes at RiverArts three times throughout the summer.
- Deb Kvittum, a member of our reference staff, holds a quarterly book club at Eventide.
- The Moorhead Library joined the Chamber in July. Staff will begin participating in outreach and networking opportunities made available to Chamber members.

Building Issues

- Repairs – I have hired a couple of men to do various repairs around the building, including replacing carpet squares and painting the stalls in the restrooms, among other small jobs.
- Front Entryway – I am currently looking into a grant opportunity through the Minnesota Department of Education. This is a matching grant that is available for building projects. It is my hope that this grant can help with remodeling costs for the front entryway of the building. Current applications are due October 15, 2013.
- Fire Alarm System – During our annual inspection, it was recommended that the fire alarm system in the library is updated. In its current outdated state, replacement parts are either difficult or impossible to find. Therefore, if we need a replacement part, we would simply not have a working fire alarm system. I am currently working with Simplex and Moorhead Electric to determine the cost of the project.
- Roof – I heard back from Larry Anderson, who indicated that he would send someone over to take a look at the roof.
- Cleaning Service – I recently worked with ISS, the company that we contract with for janitorial services, to create a new schedule. Starting in September, the cleaning crew will arrive and do their work in the morning, rather than between the hours of 9pm and 3am. My hope is that the services are improved. The crew has also begun a new regimen with the restrooms that we hope will help with the front entryway.

Friends of the Moorhead Library

- The Friends of the Moorhead Library will march in the Greater Moorhead Days Parade September 6th.

Staffing Issues

- Jeanne Anderson, former supervisor at the Moorhead Library, has been promoted to a position in the Regional Office. Starting September 1st Jeanne began transitioning into her role as LARL's Collection Development Librarian. The position will remain vacant indefinitely in order to support the region's efforts to streamline spending. We still have two supervisors in addition to my position at the Moorhead Library – The Public Services Supervisor and the Regional Youth Services Coordinator.
- We currently have a 40/wk Assistant position available. If you know anyone who is interested in this position please direct them to larl.org.

Other

- The City of Moorhead has not come through with LARL's funding request for 2014. Because cities and counties experienced tough economic times during the years 2009-2012, LARL chose to use reserves to supplement the budget, rather than ask the Cities and Counties (Signatories) for an increase during these years. During this time, LARL's expenses kept going up and LARL ended up depleting the LARL reserves. LARL is now looking at ways to balance the budget with cuts to the operating budget. In addition, LARL also has to ask Signatories for funding increases. This increase is calculated with a formula called the 80,10,10. The formula is based on 80% Borrower Transactions, 10% Population, and 10% Property Evaluation. If a signatory does not come through with the requested amount, according to the LARL Agreement, the signatory will see cuts in their particular location. If Moorhead does not come through, we would try to minimize the damage by only cutting hours/staff in Moorhead.