The Mission of LARL is to enrich lives and strengthen communities.

LARL BOARD OF TRUSTEES FULL BOARD MEETING MINUTES

A meeting of the Lake Agassiz Regional Library Full Board was held on Thursday, January 15, 2015 at the Moorhead Library. President Bursik called the meeting to order at 5:30 pm.

Board Members Present: Bursik (President), Fox, Geray, Grimsley, Hall, Ingersoll, Lake,

Perry, Winterfeldt.

Board Members Absent: Buness, Dailey, Douglas, Melbye, Schoenborn, 1 open position

Others Present: Lynch, Sprynczynatyk, John Nelson - Clearwater County

Commissioner

PUBLIC INPUT

None

APPROVAL OF AGENDA

(Geray/Fox) Move to approve the Agenda of the January 15, 2015 Full Board Meeting as presented. MCU.

MINUTES OF THE NOVEMBER 20, 2014 FULL BOARD MEETING

(Perry/Lake) Move to approve the Minutes of the November 20, 2014 Full Board Meeting as presented. MCU.

WELCOME TO NEW BOARD MEMBERS

John Nelson, Clearwater County Commissioner, informed the Board that although he intended to take the oath of office, due to conflicts with another commitment and LARL Board meetings, he won't be able to be on the LARL Board. He stated he would likely be an alternate for the representative that does get appointed to the LARL Board.

Neither Dailey nor Melbye were present at the meeting.

FINANCIAL REPORT

With 100% of 2014 complete, LARL spent 92.79% of budgeted expenses. The financial report is "unadjusted" and will change as the audit is completed. Although some line items ended over budget, all budget categories came in at or below budget.

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FINANCIAL REPORT – continued

(Ingersoll/Geray) Move to approve the application for State FY2015 Regional Library Telecommunications Aid (RLTA) as reviewed and recommended by the Director, Network Administrator, and Director of Finance & HR. MCU.

FINANCE COMMITTEE REPORT

(Grimsley/Perry) Move to approve the list of authorized institutions for 2015 as reviewed and recommended by the Finance Committee: Bell State Bank and Morgan Stanley. MCU.

Sprynczynatyk discussed the changes from the June Preliminary Budget to the Draft Final Budget. Personnel expenses decreased by \$56,015 due to health insurance increase of 6%, rather than the budgeted 15% increase, accounting for approximately \$33,000. Approximately \$22,000 of salaries were moved to the LARL/Northwest Regional Library joint automation budget from personnel. With the upcoming 2015 automation system migration, there will be more staff time dedicated to the joint project. Regional Library Telecom Aid decrease by \$17,000, with a corresponding decrease in expenses of \$17,000. This change does not affect the budget overall. The revenue from the City of Moorhead was increased by \$20,000 to reflect the additional funding from the city to restore Moorhead Library hours Monday through Thursday. LARL's budgeted Shortfall decreased from \$115,340 on the Preliminary Budget to \$68,396.

(Fox/Winterfeldt) Move to approve the 2015 Budget as reviewed and recommended by the Finance Committee. MCU.

Lynch discussed management's recommendations regarding designated funds. LARL anticipates spending some of the Joint Automation Project – LARL & NWRL funds as the change in automation systems takes place in 2015.

(Winterfeldt/Lake) Move to approve the 2015 Designated Funds as reviewed and recommended by the Director and the Finance Committee. MCU

DIRECTOR'S REPORT

Lynch reported that a 25 hour per week Assistant was hired with the increased funding from the City of Moorhead.

Library Legislative Day is March 3, 2015. In the past board members have been encouraged to attend, due to renovations at the capital we might need to limit board participation.

The LINK Site in Ulen received funding from the local Lions Club to buy materials for new shelving in the LINK. Dan Stahl donated his time and talents to build the shelves. The shelves have been delivered and are in use.

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PRESIDENTS REPORT:

(Perry/LeeAnn) Move to approve the 2015 Board Meeting Schedule as presented. MCU.

Bursik discussed the committee assignments for 2015. Geray has been added to the Finance Committee.

The Board discussed the importance of attendance and the use of alternates.

(Winterfeldt/Lake) Move to amend the Bylaws to reflect that the Executive Committee will be composed of five members: President, Vice President, Treasurer, and two members at large, reducing the LARL Executive Committee from 7 to 5 as recommended by the Executive Committee. MCU.

(Ingersoll/Winterfeldt) Move to amend the Bylaws to remove the Local Libraries/Long Range Plan Committee as recommended by the Executive Committee. MCU.

BOARD MEMBER REPORTS:

Becker County (Grimsley)

No report

Breckenridge (Fox)

Several people are participating in Hot Reads for Cold Nights. The library is getting new Legos.

Clay County (Ingersoll)

No report

Clearwater County (Open)

John Nelson invited the Board to stop and see the new library in Bagley.

<u>Crookston</u> (Melbye-absent)

No report

Detroit Lakes (Marlys Douglas-absent)

No report

<u>City of Mahnomen</u> (Schoenborn-absent)

No report

Mahnomen County (Geray)

No report

Moorhead (Dailey-absent, Lake, Winterfeldt)

Lake reported that Moorhead is working on a Bremer Grant that would update the meeting rooms, kitchenette, and to buy some new equipment. Winterfeldt reported that the Moorhead Board discussed requests to have birthday parties at the library. They reviewed the purpose of the library and determined birthday parties don't really fit with the purpose.

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BOARD MEMBER REPORTS - continued:

Norman County/Ada (Hall)

The Ada library is working on a survey with the community to see if hours should be changed.

Polk County (Buness-absent)

No report

Wilkin County (Perry)

No report

MN Library Association/Library Trustee and Advocates Section (Bursik)

They will be meeting on Library Legislative Day. The Board was formed to assist Library Boards around the state. They meet only two times per year. There is one member for each regional library system.

Northern Lights Library Network (Ingersoll)

Saturday February 21st at University of Minnesota Moorhead, NLLN will have their 2nd Annual Luncheon for Legislators. All LARL Board members are invited to attend, NLLN will pay mileage. NLLN will likely be relocating to office space at Minnesota State University Moorhead's library.

The meeting adjourned at 6:20 p.m.