

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, May 17, 2018 at the Moorhead Public Library. President Kalil called the meeting to order at 5:30 pm.

Board Members Present: Brammer, Briggs, Dailey, Durant, Geray, Grimsley, Haney, Holecek, Ingersoll, Kalil (*President*), Larson, Syverson, Willhite.

Board Members Absent: Jacobson, Schell

Others Present: Lynch, Sprynczynatyk

PUBLIC INPUT

None

APPROVAL OF AGENDA

MINUTES OF THE MARCH 15, 2018 FULL BOARD MEETING

(Haney/Brammer) Move to approve the Minutes of the March 15, 2018 Full Board Meeting as presented. MCU.

FINANCIAL REPORT

Sprynczynatyk discussed that through April we are 33.33% of the way through 2018 and 32.3% of the budget has been spent. The Accounting/Bank fees line in *Other Expenses* is at 67% of budget due to the 2017 audit paid in full.

(Briggs/Dailey) Move to reinvest the full annual distributions from the F-M Area Foundation for the Ada, Hawley, and Moorhead Branches into the sub funds from which they were earned, and spend the full annual distribution from the F-M Area Foundation for the Crookston Branch distribution. MCU.

Sprynczynatyk discussed the second draft of the 2019 Preliminary Budget. There was one change to the budget from draft #1 presented to the Executive/Finance Committees in April. An employee who is eligible but hasn't been taking Health Insurance has resigned resulting in the need to add approximately \$8,000 to the Personnel budget. There are 2 large unknown items in the budget which LARL won't know until August; Health Insurance which is budgeted at an 8% increase, and State Basic Support which is currently budgeted to stay the same as 2018. The budget includes a 1.5% increase to LARL Signatories.

Lynch asked the Board if the 1.5% increase was reasonable. Most Board members said the increase should not be an issue, and none of the Board members voiced any concerns of their City or County having issues with increase.

(over)

DIRECTOR'S REPORT

LARL is getting ready for the Summer Learning Experience. It's the busiest time of year for our branches and LINK Sites.

LARL has asked Northern Lights Library Network for financial assistance for Electric Library of Minnesota (ELM) training for LARL, Northwest Regional Library, Kitchigami Regional Library and Viking Regional Library System employees. The training will take place in Bemidji and Detroit Lakes in September and will be open to media specialists as well.

The Crookston renovation project still needs about \$7,000 to complete the \$25,000 match of the grant.

LARL OverDrive service for eBooks and eAudiobooks has been very popular, every year there is an 18% increase in usage, and each year there are about 14% more customers using the service. Approximately \$30,000-\$40,000 of requests for e-materials are turned away each month.

(Geray/Syverson) Move to approve the revised Registration & Circulation Policy. MCU.

BOARD MEMBER REPORTS

Becker County (Grimsley, Kalil)

Kalil reported that Detroit Lakes is preparing for the Summer Library Experience, with several events coming up.

Breckenridge (Holecek)

School visits are taking place to get people signed up for the Summer Library Experience.

Clay County (Haney)

The County will be looking for a new County Administrator.

Clearwater County (Syverson)

No report.

Crookston (Briggs)

The City Council approved carpet replacement and lighting replacement to go along with the current remodel project.

Detroit Lakes (Schell - absent)

No report.

City of Mahanomen (Durant)

School visits are taking place for the Summer Library Experience.

Mahnomen County (Geray)

No report.

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Moorhead (Brammer, Dailey, Ingersoll)

The Library will be offering storytime in the park at various locations throughout the summer. Library staff will be hosting a booth at the Moorhead Farmers market this summer.

Norman County/Ada (Jacobson-absent)

No report.

Polk County (Willhite)

Willhite reported that Lynn Willhite has been very involved in the Crookston remodel project, which is going very well and should be done in the next 3 to 4 months.

Wilkin County (Larson)

No report.

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

No report.

Northern Lights Library Network (Ingersoll, Dailey)

No report.

(Dailey/Haney) Move to adjourn.

The meeting adjourned at 6:10 p.m.