



Moorhead Library

. . . Library Service at Its Best

BOARD OF TRUSTEES

Regular Meeting, June 11th, 2019

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

Agenda

1. Open Meeting
2. Approve Agenda
3. Approve minutes from May, 2019 Meeting
4. Public Comment
5. LARL Overview – Liz Lynch, LARL Director
6. LARL Report – LARL Members
7. City Council Report – Council Liaison
8. Legislative Update
9. Director's Report
10. Other Business
 - Summer meeting schedule
 - 5K Fundraiser event – volunteers?
11. Next Meeting: July 9th, 2019

Moorhead Public Library
Board Meeting
May 14, 2019

Present: Kristi Carlson, Wayne Ingersoll, Megan Krueger, Linda Sand, Linda Anderson, Shelly Carlson, Emily Schwartz, Doug Greenley, Chizuko Shastri

Absent: Robert Anderson, Andrew Brammer

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

Approval of the Agenda
The agenda was approved

Approval of the February 2019 Minutes
The minutes were approved with the correction of the spelling for Linda Sand (not Sands) and Wayne Ingersoll (not Ingersol)

Public comment

Legacy bus trip was very good. It ran very smoothly.

It was suggested that window covers be added to the windows in the meeting space, for times when they are using a projector.

The parking lot has a very large pot hole. Megan will talk to the city to see about marking or repairing it.

Program in the park, YMCA is offering a free meal, two elementary schools are offering a program, maybe the library could offer a program to promote reading.

Library Staff Introductions

Cassey Slater - works with youth programming

Currently promoting the summer library program in the local schools.

Baby Bounce is the most popular youth program at this time, morning story time is also very popular.

She noted that there seems to be an age that patrons drop off from using the library, in early middle school.

One idea to increase the middle or high school participation is to have an online book club.

If she were to get a budget increase, she would like a maker's space to be used for STEM related programming and activities (like a children's science museum on a very small scale).

She would also like a designated baby space, for safety and a teen space, both separated from the youth section. Innovate Lab has worked with the library for summer programming in the past, and she hopes to continue working together.

Also, the library could do youth science programs if the proposed Science Museum opens in the future.

There has been discussion about organizing the picture books by genre. Middle school and YA would be more difficult for staff to find particular books, depending on where the different staff would classify the materials.

LARL Report

Nothing to report in this meeting.

Moorhead City Council updates

Shelly Carlson reports that they approved 24-hour work on the underpass Monday - Saturday beginning June 4th, for up to 21 days.

Updated bike trail map, including current and projected paths.

The needs assessment project discussion, regarding building a new library, has not been started at this time.

Megan has heard that they are looking into remodeling projects at city hall during the time that the needs assessment is still taking place, she would like to add library projects to the list also.

Legislative update

The MN House has passed the bill for more money in the budget, but the Legislature has not acted on it at this time.

Funding comes from the state, counties and cities which are included in the LARL region.

At this time, the city is contributing more funds than the state.

Other cities, such as East Grand Forks, fund the library themselves instead of being included in a regional library system.

Director's report

Book browsing bins will be implemented for certain topics for picture books, this system was implemented in the easy reader section and has done very well.

The library will have two summer interns - one for 5 hours a week and the other for 25-30 hours a week.

Strategic Plan Discussion

The Strategic plan includes 3 areas: Customer Service, Comfort and Connection

The staff is very good with customer service, so Megan is focusing on the other two areas.

She hasn't heard from the Criminal Justice program about patrolling the grounds at this time, but will attempt to contact them again.

The police have been invited to board meetings in the future.

Outreach - Megan printed a map of the library card holders, it shows that they are spread throughout the city not just in the neighborhoods near the library.

We are working with Libraries Without Borders to have programming (story time) and resources (iPads connected to the library page) in the laundromat in East Ten.

Shelly toured the St. Cloud library and found book club kits, which she thinks would be a good resource for our library - this might be a possibility in the near future for MN authors, using the legacy funding. Another idea was sending out a request for donations of certain materials to be used by the book club.

It was proposed that the board decide which area we can take ownership of and give progress reports on the implementation.

Looking at the budget, the materials budget is less than \$1 per resident of the city.

The question was raised if it is possible to have a fundraising or publicity campaign to bring awareness of the budget issues to the public.

Wayne's position on the subject is that we are a public funded institution and instead of appealing to the public to donate, we should focus on getting law makers to fund what is deemed necessary by tax payers. Shelly says that we do need to educate the tax payers as to how the library system works and what the library needs are.

A question for the board to consider is, how do we make the library a priority to the elected officials?

It was stated that we need to make sure we are staying within the parameters of what this board is supposed to do and not what the LARL board is supposed to do.

We would like to invite Liz from the LARL board to come give an update at a future meeting.

Megan says the fundraising is good for smaller projects, the Friends of the Library does an excellent job, but it won't fix the budget issue.

Other Business

Flower donations are unsure at this time because the flower pots have been vandalized and are broken.

Master gardeners will maintain the current flowers.

The meeting was adjourned at 6:40 p.m.

The next Board meeting is scheduled for June 11, 2019 at 5:30 p.m.

Submitted by,
Kristi Carlson

Moorhead Library Board
Board of Trustees, Regular Meeting
June 11th, 2019

Director's Report

Programs and Services

One-on-one technology assistance continues to be in demand by Moorhead Library customers. This service is available Monday afternoons at 2:00pm through our Ask-a-Techspert events, or by making an appointment with a librarian. Customers can receive assistance with a variety of technology issues, such as setting up an email address, learning how to use Facebook and other social media to keep in touch with family, setting up a smart phone, or learning how to access library eBooks on a mobile device.

The 2019 Summer Library Experience is underway. Thank you to Cassey and the rest of the Moorhead Library staff for preparing for a busy summer. Weekly events are available in the summer events brochure or on www.larl.org.

Staffing

Welcome to our two summer interns, Molly Anderson and Michelle Foster. Both interns will participate in SLE activities each Wednesday while Michelle, whose internship involves more hours, will work on other various projects throughout the summer including book displays and collection development, marketing and outreach.

Welcome also to our summer worker from Rural Minnesota CEP, Emmanuel Lodu. Emmanuel's work will focus on making sure the library is clean and inviting. Tasks will include trash pickup, dusting, etc. This is the second summer we have worked with Emmanuel.

Building and Grounds Issues/Maintenance

Thank you to Bell Bank in Moorhead for planting flowers in the pots at the front entrance of the library. Thank you to Linda Sand for donating the two new pots.

Thank you to the Clay County Master Gardeners for maintaining the flower beds on the library grounds again this year.

Security camera upgrade update: this project has been awarded to Digital Surveillance Concepts. The new system will allow for easier access to footage resulting in more efficient reporting of events. No timeline is yet in place for DSC to complete the work.