



# Moorhead Library

## . . . Library Service at Its Best

BOARD OF TRUSTEES  
Regular Meeting, May 12<sup>th</sup>, 2020  
Virtual Meeting, 5:30 p.m.

### **Agenda**

1. Open Meeting
2. Approve Agenda
3. Approve minutes from March, 2020
4. LARL Board Update
5. Director's Report
6. Other Business
7. Next Meeting: September 8<sup>th</sup>, 2020

Moorhead Public Library  
Board Meeting  
March 10, 2020

Present: Kristi Carlson, Megan Krueger, Doug Greenley, Samantha Gust, Robert Anderson, Chizuko Shastri, Neely Benton, Shelly Carlson, Kim Melton

Absent: Linda Anderson

There were enough Board members present to have a quorum. Chizuko Shastri conducted the meeting.

Approval of the Agenda

The agenda was approved with the correction that the yearly endowment fund be added to other business.

Approval of the January Minutes

The minutes were approved with the correction that Doug Greenly and Shelly Carlson were absent.

Public comment

N/A

Welcome new member(s)

Chizuko and Neely signed the oath and were welcomed by the board.

2020 Election of Officers

Linda Anderson is willing to remain President

Doug and Robert nominated for Vice President

Sam nominated for secretary

The votes were cast by written ballot and the outcome was:

President: Linda Anderson

Vice President: Doug Greenly

Secretary: Sam Gust

Director's report

The "Blind Date with a Binge Bag" was very successful this year. They are thinking about combining it with the "Your Next 5 Books" Program.

National Library week is coming up. There will be a promotion with various Moorhead businesses, where patrons can show their card at the business for a promotional item.

The annual city council event will be held during National Library week. The date is still to be determined, but the tentative plan is Wednesday, March 21 between 5-7pm.

Community resource fair will be hosted at the library on March 31, along with coffee with the mayor later that same evening.

2020 Census

For funding, the MN Dept of Education gives grants based on the census numbers

The library will host open house Census fairs

Jess Eaves was promoted from Assistant to Librarian

Friends of the Moorhead Library will be hosting a book sale March 26-28.

### Book Truck Update

Launched in February, we are still raising money for getting the vehicle ready and extra staffing hours. The truck is planning to go to Azool, Romkey, North Moorhead and Dilworth areas. Chizuko asked if there is a donation envelope for just the book truck, Megan says that most donations are coming through online and that credit cards are accepted. Shelly suggested they make a poster with the donations goal, where they fill in the amounts as the donations come in. Megan has been going to various service organizations to raise awareness. There is a planned kickoff event, but those plans have not been set. Shelly suggested sending a thank you card to Lori Van Beek from the library board for her help in getting the vehicle. Reminder to ask those you know for donations, both personal and businesses.

### Other Business

Voted on the Moorhead Library endowment fund, currently there is around \$6,200 Shelly moved to reinvest, Doug seconded the motion. The motion was carried.

Chizuko is wondering why she wasn't notified by the city when she was nominated for the board. Shelly explained that there was a new employee who missed this during a busy time in the schedule. In the future, they are creating a process that needs to be followed so it will not be missed.

Driveway repair - the current driveway would cost about \$16,000 to repair. Widening the driveway and repairing it would cost about \$19,000. The city does not currently have the money to fund this project, and Megan would like other library projects funded before the driveway repair.

Dr. Bob Zimmerman, city engineer gave a presentation to the city council explaining the probability of a flood happening this spring. There will also be a public flood meeting on March 12 at 6pm. At this time, it looks like it will not get above 39'

The meeting was adjourned at 6:15p.m.

The next Board meeting is scheduled for May 12, 2020 at 5:30 p.m.

Submitted by,  
Kristi Carlson

Moorhead Library Board  
Board of Trustees, Regular Meeting  
May 12, 2020

**Director's Report**

**Library Activity**

The library building has been closed to the public since March 17. Staff began working from home to reimagine library services during this time. The following is a timeline of our region-wide activities during the COVID-19 pandemic:

March 17: All LARL locations closed due to COVID-19.

March 19: New online library card application launched, resulting in 268 applications received and 181 new accounts created.

April 7: Launched new Grasshopper library phone hotline with over 101 calls.

April 15: Launched subscription to Hoopla online movie, TV, eBook, music and comic book platform resulting in 385 customers signing up for the service and downloading over 675 titles.

April 16: Launched new online chat "Ask a Question" service with 74 unique conversations and 784 exchanges.

April 29: LARL hosted our first online Legacy program with author and gardener Eric Bergeson. 400 people tuned in for the program, and 2,000 have viewed the program online since the program was offered.

April 30: We have seen a continuous spike in the use of OverDrive downloadable eBooks and eAudiobooks, resulting in a 26% increase in use over April 2019.

April 30: Librarians from around the region have created 18 YouTube Storytimes and youth programs with over 275 views. Visit [larl.org/athome](http://larl.org/athome) for a list of programs.

April 30: All 22 locations are offering no-contact curbside service. Open days of service range from one day in the smaller locations to five days a week in larger locations. Hours of service per week range from 4 to 20 per week. A couple of locations are also dropping items off at the homes of customers. Over 2,670 items have been picked up by customers or delivered to homes around the region over the past three weeks.

Other things to note:

- All in-person events have been canceled through August
- The Moorhead Library currently offers curbside pickup 15 hours per week and will work toward expanding these hours starting the week of May 11<sup>th</sup> to approximately 40 hours of service per week
- We currently have no date in mind to open our building to the public, however we expect the process of reopening to occur in phases

**Coming Up**

2020 Summer Library Experience: Due to the cancellation of in-person events through August, LARL has had to reimagine what our 2020 Summer Library Experience will look like. We have purchased an online reading program tool called Beanstack to help us with this task. Our plan is as follows:

Children ages 0-13: We will use Beanstack and track minutes of being read to, reading independently, or listening to an audiobook to earn badges.

Children will earn additional badges by submitting a book review, signing up for a library card, using Overdrive

or Libby, exploring hoopla, and watching one of the STEM or other activity videos on our LARL youtube channel. Children will earn a free book upon registering for Beanstack to be picked up at their library via curbside service.

When a badge is earned you will also get tickets which you can enter into prize drawings. We are planning to have 3-5 drawing options so families can choose what prize is most appealing. I will share the prize plan later as we are still working out a few details on that.

Teens and Adults: We will still use the awesome mystery program put together by larl staff. Clues will be released on our website weekly. Customers will be able to access and print them from [larl.org](http://larl.org) or can request a print out from staff to be picked up with our curbside service. In the beginning of August, customers will be able to submit their answers to be entered in a prize drawing before the reveal of the solution.

Book Truck: The Book Truck is still on its way for summer 2020! We do not know what services through the Book Truck will look like, however we look forward to this service more than ever as it will allow us to bring library services to more people during this crisis.

### **Staffing Issues**

Due to the ongoing COVID-19 pandemic issues Lake Agassiz Regional Library is implementing measures to ensure the financial stability of the library system. The current pandemic situation has impacted LARL significantly and as a result we find we must make some difficult decisions. This includes furloughing several LARL staff members, including two staff members from the Moorhead Public Library, one 20 hr/wk position and one 40 hr/wk position. We wish these staff members well and look forward to inviting them back to the library when we are able to do so.

I want to thank all Moorhead Library staff for their creativity, flexibility and willingness to try new things to serve their community during this time. Each and every staff person plays a significant part in the success of our library and we are lucky to have such a great team.