



Moorhead Library

BOARD OF TRUSTEES

Regular Meeting, November 10th, 2020

Virtual Meeting, 5:30 p.m.

<https://us02web.zoom.us/j/82122547130?pwd=UW9vMXVKNNVhVVRZRW5Nb01uemcyUT09>

Agenda

- Open Meeting

- Approve Agenda

- Approve minutes from September, 2020 meeting

- LARL Board Update – LARL Members – see attached

- City Council Report – Council Liaison

- Director’s Report

- 2021 Board Position Election Results

- 2021 Membership

- 2021 Meeting Schedule
 - Second Tuesday of the following months at 5:30pm: February, April, September, November.
 - Meetings will be held via Zoom until further notice.

- Other Business

- Next Meeting: February 9th, 2021

Moorhead Public Library Board Meeting - DRAFT
September 8, 2020

Present: Douglas Greenley, Kristi Carlson, Shelly Carlson, Chizuko Shastri, Linda Anderson, Samantha Gust

Absent: Robert Anderson Neely Benton, Kim Melton

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

Approval of Agenda

Shelly moved to approve the agenda to include a discussion on updating the nomination and voting process for 2021 board positions due to virtual nature of meeting. Douglas seconded. Motion passed.

Approval of Minutes from May, 2020 Meeting

Shelly moved to approve minutes. Kristi Carlson seconded. Motion passed.

LARL Board Update – LARL Members

Chizuko discussed May 21, 2020 LARL Board Meeting.

City Council Report – Council Liaison

Discussion is currently underway regarding the butterfly/Monarch problem caused by mosquito spraying.

The SE Main Ave/20th St/21st St underpass is 70% completed.

Greater Moorhead Days will be starting soon. Keep a lookout for ways to get involved.

The community is always looking for election judges. Contact Shelly Carlson for more information about volunteering. Douglas shared about his experience as an election judge.

Megan will be presenting to the council on September 14th.

Director's Report

Director's report was shared with the board prior to the meeting.

Services are mostly back to normal (minus in-person events and meeting room use). Having discussions on how to provide space for students needing a place for education.

Chizuko inquired about location for outdoor book sale. Weather permitting, it will take place in front of building. If raining, it will be held in the garage.

Nominations for 2021 Positions

Shelly suggested options to ensure anonymity voting.

Robert Anderson (At-Large) and Samantha Gust (Ward 3) current terms will expire at the end of this year. Samantha would like to extend her position for another term.

It was asked if it is a conflict of interest to serve on the board if a partner is running for city office. Megan stated it would not go against the Library's by-laws. Shelly will check with the city.

Chizuko nominated the current officers to serve as next year's officers.

Linda accepts (so long as there is not a conflict of interest), Samantha accepts, Douglas accepts.

Megan will send an email prior to the November meeting to vote for officer positions.

Other Business

Chizuko stated that Moorhead Library is doing a great job at being safe during COVID– hand sanitizer available, masks required, limited guests, no loitering - guests feel safe.

Meetings will continue to be held virtually throughout the year.

The meeting was adjourned at 6:08 pm

The next board meeting is scheduled for November 10, 2020

Moorhead Library Board
Board of Trustees, Regular Meeting
November 10th, 2020
Director's Report

Library Activity

Current service model and hours:

The library shifted from being fully 'open' to offering curbside pickup and other services by appointment on October 14th. This means that the front entrance is locked and services are available 'by appointment' by contacting the library by phone, email or chat. We are also able to help 'walk ups' by answering inquiries for service at the door. Current hours are 10 - 6 Monday through Saturday. Available services include browsing, computer use, copy machine/fax use, printing (including wireless printing), study space, notary services, etc. Hours and services may fluctuate as staff availability is affected by COVID-related issues.

Upcoming Events

At-home events and experiences are available on the library website at <https://larl.org/athome/>.

MK 11/10/2020

LARL Board meeting report on September 17, 2020 (Hybrid meeting – Zoom and in-person)

1. Financial Report

- With 66.67% of the year complete, 62.8% of budgeted expenses have been spent as of August 31, 2020.
- Under COVID-19, the expenditure is under budget
- Final Report and Documentation of Actual Expenses for FY2020 (July 1, 2019 – June 30, 2020) Regional Library Telecommunications Aid (RLTA) was approved to authorize the Regional Library Director and Finance/HR Director to submit the Final Report and documentation of actual expenses for FY2020 Regional Library Telecommunications Aid.
- Application for Regional Library Telecommunications Aid FY 2021 (July 1, 2020 – June 30, 2021) was approved
- LARL 10 year history of fund balances was presented
- LARL in person board meeting costs was discussed – no decision was made

2. Director's Report

LARL Strategic Planning: Focus on three pillars – (1) Economic and Workforce Development, (2) Education, and (3) Equity

- Projects already underway include the following:
 1. MN Regional Library Systems working with Career Force at a statewide level to develop a strengthened partnership between the two entities.
 2. LARL/Crookston Public Library partnership with local CareerForce offices, NW Mental Health, and Adult Literacy/Education.
 3. LARL staff assembled a list of 110 educator email addresses in the LARL region. Crated an educator focused eNewsletter to better inform educators, students and their families of resources and services available through LARL public libraries.

Services

- In person visits to libraries and computer use is slow but steady. Working hard to get the word out that the libraries are open and making safety a priority.
- Average about 193 new library card applications per month around the region. Many of these new cards are being used to access online and eResources.
- 20% increase in eBook/eAudio/eResources downloads over last year,, with an average of over 14,610 items checked out online per month. This is compared to approximately 42,000 physical items checked out/renewed per month in 2020.

Legacy Service for Fall 2020

- List of events was presented