

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

**LARL BOARD OF TRUSTEES
FULL BOARD MEETING
MINUTES**

An online meeting of the Lake Agassiz Regional Library Full Board was held on Thursday, June 18, 2020. President Kalil called the meeting to order at 5:30 pm.

Board Members Present: Ahmann, Briggs, Carlson, Durant, Grimsley, Holecek, Kalil
(*President*), Schell, Shastri, Willhite.

Board Members Absent: Anderson, Durant, Haney, Larson, Titera.

Others Present: Lynch, Sprynczynatyk

PUBLIC INPUT

None

APPROVAL OF AGENDA

MINUTES OF THE MAY 21, 2020 FULL BOARD MEETING

(Carlson/Briggs) Move to approve the Minutes of the May 21, 2020 Full Board Meeting as presented. MCU.

FINANCIAL REPORT

With 41.67% of the year complete, 40.59% of budgeted expenses have been spent. Miscellaneous Revenue are currently under budget, this is due to the COVID-19 reductions of in-person services. Mileage/Board Meeting Expenses are under budget due to online meetings and substitutes not currently being utilized.

LARL Board meetings in person versus online meetings were reviewed. Sprynczynatyk pointed out that on average a Full Board meeting costs about \$823, an Executive Committee meeting costs \$365 and an Executive/Finance Committee meeting costs \$501. After some discussion the Board asked the topic be added to the September meeting agenda again, additionally looking at the number of each type of meeting that is held each year, as well as some suggestions of some meetings that would be better held in person and suggestions of those that might be more suitable for online meetings.

(Briggs/Schell) Move to approve the application for State FY2021 Regional Library Basic System Support. MCU.

(Carlson/Willhite) Move to approve the application to participate in the State Regional Library System Arts and Cultural Heritage Program for FY2021. MCU.

(over)

REPORT OF THE FINANCE COMMITTEE

Grimsley reported the Finance Committee reviewed Draft 3 of the preliminary budget and recommends the full board approve Draft #3. Grimsley also requested that if any board members were aware or become aware of their city or county not being able to meet the request to let the Finance Committee know as soon as possible, as the Committee could look at possibly amending the budget.

(Grimsley/Schell) Move to approve the 2021 Preliminary Budget Draft #3 – as reviewed and recommended by the Finance Committee. MCU.

Lynch discussed that LARL recently learned that LARL, along with 2 other regional library systems, will be the recipient of a CARES Act grant. \$134,000 will be received but guidance on the requirements as to how the funding can be spent needs to be received yet.

DIRECTOR'S REPORT

Lynch discussed that LARL has been doing a great job of reinventing library service during the pandemic. LARL employees and Supervisors have done a great job. Some of the changes made: online library card applications, online programs are being offered, LARL has been part of the One Book One MN program, digital book circulation has increased, the Hoopla service was added (online TV, movies, books, comic books, magazines), Wi-Fi hotspots and service has been purchased with special funding from the state, curbside service has been implemented, materials have been delivered to people's homes, all libraries in MN along with CareerForce and MN Department of Employment and Economic Development are partnering to re-evaluate in person services and focus on helping people who are trying to get back on their feet after the pandemic.

Regional Library Telecom aid pays for library internet access as well as networking equipment. Sometimes there is a surplus of funding available. Through a Governor's Executive order the surplus funds were made available to libraries. The funding was used for equipment for the book truck, continuation of hotspot service, and online materials. The change to use surplus funds was added to the Omnibus bill, so going forward, if there are surplus funds Libraries will be able to use the funds for similar expenses in the future.

Most of the LARL branches are open or will be open by July 1st or slightly later. The board discussed requiring the public to wear masks when they are in the library locations. The board decided it would be better to encourage the public to wear masks in the libraries, have disposable masks available, but to not require the public to wear masks.

Lynch discussed a needs assessment for the Moorhead Library and Regional Office. The City of Moorhead has identified the Moorhead Library/Regional Office and the Moorhead City Hall are the two buildings in the city in most need of replacement. Lynch and Carlson asked if the board would be willing to use some designated funds to have a needs assessment performed. The city is looking at different buildings to relocate to, the city often asks what size and type of space does the library need. The needs assessment study would only cover LARL, the square footage, various types of spaces needed by the Moorhead Library and the Regional Office. Any architectural designs/rendering will be paid for by the City of Moorhead as part of a feasibility study.

DIRECTORS REPORT – continued:

The Board asked Lynch to move forward with identifying an organization or organizations who might be used to do a study, to provide the board with what kind of information a study would provide, what the expertise of the organization is, how input would be gathered.

BOARD MEMBER REPORTS:

Becker County (Grimsley, Kalil)

No report.

Breckenridge (Holecek)

No report.

Clay County (Haney - absent)

No report.

Clearwater County (Titera - absent)

No report

Crookston (Briggs)

No report

Detroit Lakes (Schell)

Schell and Kalil were able to go into the Detroit Lakes Library and see the exciting changes that have taken place since the pandemic started. The library is making several partnerships around Detroit Lakes.

City of Mahnomen (Durant-absent)

No report.

Mahnomen County (Ahmann)

No report.

Moorhead (Anderson-absent, Carlson, Shastri)

Computer appointments have been going well in Moorhead, as well as curbside pickup. The city of Moorhead is just starting their budget process.

Norman County (Jacobson)

No report.

Polk County (Willhite)

No report.

Wilkin County (Larson-absent)

No report.

(over)

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

The fall convention will be virtual.

Northern Lights Library Network (Schell/Holecek)

The budget for the next year was reviewed. There is still \$5,000 in the budget for ebooks for LARL.

PRESIDENTS REPORT

No report.

The meeting adjourned at 6:15.