

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

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

A hybrid meeting of the Lake Agassiz Regional Library Full Board was held on Thursday, September 17, 2020. President Kalil called the meeting to order at 5:35 pm.

Board Members Present: Ahmann, Anderson, Carlson, Durant, Grimsley, Haney, Holecek, Kalil (*President*), Larson, Schell, Shastri, Titera, Willhite.

Board Members Absent: Briggs, Jacobson.

Others Present: Lynch, Sprynczynatyk

PUBLIC INPUT

None

APPROVAL OF AGENDA

MINUTES OF THE JUNE 18, 2020 FULL BOARD MEETING

(Haney/Ahmann) Move to approve the Minutes of the June 18, 2020 Full Board Meeting as presented. MCU.

FINANCIAL REPORT

With 66.67% of the year complete, 62.79% of budgeted expenses have been spent. Miscellaneous Revenue are currently under budget, this is due to the COVID-19 reductions of in-person services. Library Programming, Staff Development and Mileage/Board Meeting Expenses are under budget due to service reductions due to COVID as well as online board meetings.

(Carlson/Schell) Move to authorize the Regional Library Director and Finance/HR Director to submit the Final Report and documentation of actual expenses for FY2020 Regional Telecommunications Aid. MCU.

(Ahmann/Larson) Move to approve the application for FY2021 Regional Library Telecommunications Aid (RLTA). MCU.

The schedule of Board Meeting Costs was reviewed. The board asked that the information be included in the November 2020 board packet and the topic will be discussed again at that time.

(over)

DIRECTOR'S REPORT

Lynch discussed that LARL is about to start a new strategic plan, the new plan focus areas will be Economic and Workforce Development, Education, and Equity. LARL has started to survey library customers online and on paper. LARL Staff Day will be held via Zoom on Columbus Day where strategic planning will continue.

The libraries have had steady business but business is still slower. In person programming isn't currently offered, but online resources are in very high demand. Several online Legacy programs are scheduled for fall.

(Grimsley/Durant) – Move to approve revised Collection Development Policy as recommended by the LARL Coordinating Team. MCU.

(Larson/Titera) – Move to approve revised Registration and Circulation Policy as recommended by the LARL Coordinating Team. MCU.

(Carlson/Schell) – Move to approve revised Computer and Internet Policy as recommended by the LARL Coordinating Team. MCU.

Lynch discussed a community needs assessment for the Moorhead Public Library and LARL Headquarters. The City of Moorhead has acknowledged that Moorhead Public Library facility is in need of major repair, or that the library is in need of a different facility. LARL and the Moorhead Library would like to be in a position to be prepared if a suitable building project were to come up, which would require a needs assessment. Library Strategies out of Minneapolis provided an estimate, in which they would do a data review and a comparative analysis. They would conduct focus groups and meet with the city of Moorhead and LARL, as well as do site visits and prepare a report based on the needs of the community. Detroit Lakes is also using Library Strategies to do the same type of study there. Library Strategies would need 3 months to conduct the study and would charge \$10,500. LARL currently has \$10,000 designated for a consultant study.

Carlson stated that it is unlikely that Moorhead would be able to put money toward the community needs assessment.

Haney left the meeting before the vote took place.

(Carlson/Ahmann) Move to have LARL move ahead with signing a contract with Library Strategies to perform a community needs assessment, using the \$10,000 LARL has in designated funds to pay for the study. (In favor: Anderson, Holecek, Shastri, Carlson, Ahmann, Kalil) (Against: Titera, Larson, Durant, Grimsley, Schell, Willhite). Motion failed.

Schell asked that the topic be brought back for discussion at a later date.

NOMINATING COMMITTEE

Schell discussed that the current slate of the Executive Committee are eligible to continue for the next year. If any other board members are interested in participating let Linda Schell or Karen Ahmann know. Elections will be held in November.

BOARD MEMBER REPORTS:

Becker County (Grimsley, Kalil)

No report.

Breckenridge (Holecek)

No report.

Clay County (Haney - absent)

No report

Clearwater County (Titera)

A local farmer who passed away left a very large sum of money to the Friends of the Bagley library.

Crookston (Briggs-absent)

No report

Detroit Lakes (Schell)

The first meeting with Library Strategies took place. They will be doing an onsite visit next week. The report should be done by the end of December. The Book Bike when into action July 1st, it went out 18 times this summer, 350 free books were given away, 13 new library cards were issued, and over 600 interacted with the bike.

City of Mahanomen (Durant)

Furnishing are being ordered as part of the Bremer Grant that was received. The library has been painted and has some new shelving.

Mahanomen County (Ahmann)

No report.

Moorhead (Anderson, Carlson, Shastri)

The library has been offering in person service since late June. The Book Truck started in August, with weekly stops. The Book Bike has been going to the Moorhead Farmers Market. A paper shredding fund raiser is going to benefit the book truck. The Friends of the Library has been having book sales.

Norman County (Jacobson-absent)

No report.

(over)

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Polk County (Willhite)

No report.

Wilkin County (Larson)

No report.

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

The fall convention will be virtual.

Northern Lights Library Network (Schell/Holecek)

No report.

PRESIDENTS REPORT

No report.

The meeting adjourned at 6:43.