

Moorhead Public Library  
Advisory Board

Regular Meeting  
November 14, 2023  
5:30 p.m.

**Agenda**

- Open Meeting
- Approve Agenda
- Approve minutes from September 2023 meeting
- Library and Community Center Update
- Policy Update: Collection Development Policy
- LARL Board Update
- Director's Report
- 2024 Board Membership and Elections Discussion
- Other Business
- Next Meeting: February 12, 2023

**Moorhead Public Library  
BOARD OF TRUSTEES  
Regular Meeting  
September 12, 2023 | 5:30 p.m.**

**Present:** Kellie Meehlhause, Chizuko Shastri, Samantha Gust, Neely Benton, Karin Olson Held, Laura Caroon

**Members not present:** Doug Greenley, Charley Johnson

Meeting called to order at 5:28 p.m. There were enough board members present to have a quorum. Doug Greenley, Board Vice Chair, conducted the meeting

**Approve Agenda**

- Laura moved to approve agenda; Kellie seconded. Motion passed.

**Approve minutes from April 2023 meeting**

- Correction to add Charley Johnson to the members present
- Sam moved to approve; Karin seconded. Motion passed

**Library and Community Center Update**

- Currently in the schematic design phase
- The next open house is on September 26, 2023
- Community members are invited to attend upcoming open houses
- Discussion on potential staffing, safety plans, parking, and timelines are still underway

**LARL Board Update – LARL Members**

- Reviewed LARL Board meeting report from May 18, 2023

**Director's Report**

- Participating in Fargo-Moorhead's One Book, One Community – Hudson Bay Bound, Natalie Warren
- Upcoming events:
  - Imagination Theater with Michael Paul Gallo – 9/16/23
  - MN in the Vietnam War – 9/23/2023
  - Understanding Alzheimer's and Dementia – 9/25/23
- A legislative committee will be visiting the library for a tour on September 15, 2023

**Other Business**

- This meeting will be Kellie's last meeting

**The meeting adjourned at 5:53 pm. Next Meeting: November 14, 2023**

## LARL Board meeting report on September 21, 2023

### 1. Financial Report

- With 66.67% of 2023 complete, LARL spent 63.75% of budgeted expenses as of August 31, 2023.
- Final Report and Documentation of Actual Expenses for FY2023 (July 1, 2023– June 30, 2023) Regional Library Telecommunications Aid (RLTA) was approved to authorize the Regional Library Director and Finance/HR Director to submit.
- Application for Regional Library Telecommunications Aid (RLTA) FY 2024 (July 1, 2023 – June 30, 2024) was approved.
- Report of Results Accomplished for the FY2023 Regional Library Basic System Support (RLBSS) Grant was approved to authorize the Regional Library Director and Finance/HR Director to submit.
- Final Report for the State Regional Public Library System Arts and Cultural Heritage Program for FY2021 funding year was approved.

### 2. Director's Report

- ◆ LARL staffing
  - Welcome to Nathaniel Craig, Moorhead Associate
- ◆ Legacy Programs:
  - **Visit [larl.org/legacy](http://larl.org/legacy)** for a list of fall Legacy offerings around the region.
- ◆ LARL is seeking a Youth Services Librarian to oversee programming for youth in Moorhead and LARL's seven-county region.
- ◆ The Minnesota House Capital Investment Committee visited Moorhead Library on September 15 as a part of Bonding Tour.

### About the Lake Agassiz Regional Library (LARL)

- The Lake Agassiz Regional Library is a consolidated public library system. It was created in 1961 when the City of Moorhead, Clay County and Norman County joined together to provide public library and bookmobile services to their resident. The City of Breckenridge joined the system in 1967, followed by the City of Detroit Lakes and Becker County in 1974; the City of Crookston and Polk County in 1975; Clearwater County in 1985; Mahnomen County and Wilkin County in 1990; and the City of Mahnomen in 1993.
- The Lake Agassiz Regional Library (LARL) serves the residents of Becker, Clay, Clearwater, Mahnomen, Norman, Pork, and Wilkin Counties. The city of East Grand Forks is the only community within this 7-county region which has not joined the system. The LARL region covers 7,526 square miles in northwest Minnesota. It is organized through a joint powers agreement among the 7 counties and 5 cities, which make up LARL. It is governed by a 15-member Board of Trustees – Becker County (2), Breckenridge (1), Clay County (1), Clearwater County (1), Crookston (1), Detroit Lakes (1), Mahnomen (1), Mahnomen County (1) **Moorhead (3)**, Norman County (1), Polk County (1) and Wilkin County (1).

LARL is operated through funds provided by Signatory cities, counties, state funds, and combination of gifts, grants donations, service charges, and interest income.

- The OARL Regional Office is located in Moorhead. Branch libraries are located in Ada, Bagley, Barnsville, Breckenridge, Climax, Crookston, Detroit Lakes, Fertile, Fosston, Hawley, Mahnomen, McIntosh and Moorhead. LINK Sites, smaller community library service connections, are in Cormorant, Gonvick, Frazee, Halstad, Hendrum, Lake Park, Rothsay, Twin Valley and Ulen.

Submitted by Chizuku Shastri

## **Director's Report**

### **Programs and Services**

#### Technology Services:

Public libraries continue to experience an increase in demand for technology services. At the Moorhead Library this includes increased use of public computers, in-house laptops, wireless printing, and technology instruction from library staff. While many community members have access to devices and internet service at home, the library continues to help bridge the technology gap ensuring all citizens have equitable access.

#### Meeting Room Use:

We continue to see an increase in demand for our meeting rooms. Library meeting rooms are available to individuals and community groups and organizations engaged in educational, cultural, intellectual and charitable activities. We hope to continue to offer as much or more meeting space to the community in the new facility.

#### Community Partner Office Hours:

Since the pandemic public libraries have experienced an increase in patrons seeking community services. The Moorhead Library now works with community partners to bring outside programs and services to library patrons. The goal of this program is to reach those in need of these services who may not otherwise have access.

These office hours currently include the following:

Lutheran Social Services for seniors: Second Monday of the month from 10-11:30

Mobile Mental Health Crisis: First Wednesday of the month from 10:00-2:00

CAPLP: Every Tuesday from 2:30-4:30

REC (Recovery Engaged Communities) Center: Every Thursday from 10:00-11:30

### **Friends of the Moorhead Library / Giving Hearts Day 2024**

The Friends of the Moorhead Library will participate in Giving Hearts Day for the first time in 2024. Giving Hearts Day will take place on February 8, 2024. Stay tuned for more information!

### **Building Issues**

None at this time!

### **Staffing**

The LARL board recently approved the creation of a Youth Services Supervisor position. This position will coordinate youth services for the LARL region and will also oversee youth services at the Moorhead Public Library.

## Upcoming Events

### An Introduction to Photography:

Wednesday, November 29

6:30pm - 7:30pm

The Moorhead Public Library welcomes Bruce Bernstein of the Fargo-Moorhead Camera Club for a presentation on how to get started in the wonderful world of photography. Be sure to check out the library's many photography resources while you're here!

### The Book as Art and Culture

Wednesday, December 13

6:30pm - 7:30pm

Join us for a presentation by Ann Arnar, author of "The Book as Instrument," a look into the power of the book as a cultural symbol in the art world.

### Holiday Open House:

Saturday, December 02

1:00pm - 4:00pm

This event will include refreshments, music from the Red River Harp Ensemble and an exhibit of German Putz Houses from local hobbyist Kelly Wambach.

### Understanding and Responding to Dementia-Related Behaviors:

Monday, December 18

6:30pm - 8:30pm

Join us for a presentation by the Alzheimer's Association Minnesota-North Dakota Chapter to learn about the impact of Alzheimer's. Memory Cafe of the Red River Valley will be on hand to answer questions and offer resources for families impacted by Alzheimer's.

Topics include:

- Identify common behavior triggers.
- Decoding behavioral messages.
- Learn strategies to help intervene in challenging situations.

For a full list of upcoming events visit <https://larl.org/locations/moorhead/>.