

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

**LARL BOARD OF TRUSTEES  
FULL BOARD MEETING**

A meeting of the Lake Agassiz Regional Library Full Board was held on Thursday, November 16, 2023. Vice President Ebinger called the meeting to order at 5:30 pm.

**Board Members Present:** Briggs, Ebinger, Durant, Jacobson, Holecek, Nelson, Shastri, Titera, Willhite, Wood.

**Board Members Absent:** Busko, Caroon, Geray, Johnson, Kalil (*President*).

**Others Present:** Lynch, Sprynczynatyk

**PUBLIC INPUT**

None

**APPROVAL OF AGENDA**

Sprynczynatyk requested the addition of item 3a in the Financial report with the topic Minnesota Employee Sick and Safe Time (ESST).

*(Briggs/Wood) Move to approve the meeting agenda as amended with the addition of the Minnesota Employee Sick and Safe Time topic. MCU.*

**MINUTES OF THE SEPTEMBER 21, 2023 FULL BOARD MEETING**

*(Nelson/Titera) Move to approve the Minutes of the September 21, 2023 Full Board Meeting as presented. MCU.*

**FINANCIAL REPORT**

Sprynczynatyk noted that a meeting of the Finance Committee was held before the Full Board meeting. The 2024 Budget was discussed regarding LARL receiving over \$240,000 more than previously budgeted. The excess funding will go to covering the \$112,000 shortfall previously budgeted, the new Youth Services Supervisor position the Board recently approved, and saving for costs associated with the new LARL Regional Office and Moorhead Public Library building.

With 83.33% of the year complete, 80.56% of budgeted expenses have been spent. Personnel Expenses are at 79.65% of budget, due to open positions and turnover. Delivery Services at 71.82% of budget is low due to the delivery company having staffing issues last summer, causing deliver to not happen several days. Furniture & Equipment at 152.09% of budget is due to LARL buying 3 needed book drops.

Sprynczynatyk discussed the new Minnesota Employee Sick and Safe Time (ESST) law that will be going into effect January 1, 2024. LARL's current sick time accrual can be used to satisfy the requirements of the law for employees that work 15 hours per week or more.

(over)

**Minutes of the November 16, 2023 Full Board Meeting – Page 2**

**FINANCIAL REPORT - continued**

To accomplish this, LARL will have to allow the current sick time to be used for the additional required uses of ESST. LARL will also need to have a policy for employees who are scheduled to work less than 15 hours per week, where they will earn .0333 hours of ESST for every hour they would, which corresponds to the law’s requirement of 1 hour of ESST for every 30 hours worked.

The Board asked Sprynczynatyk to inform the Union of LARL’s plan to use LARL’s current sick leave, with the additional allowable uses to satisfy the ESST requirements.

In December, an updated Working Guidelines for Supervisory and Confidential employees reflecting ESST, a policy following the ESST requirements for employees working less than 15 hours per week, as well as any agreements the Union may request regarding ESST will be brought to the Executive Committee for approval.

**DIRECTOR’S REPORT**

Lynch discussed her written report and also discussed that LARL is having issues filling some positions due to pay issues.

Lynch thanked Briggs for 9 years of service on the LARL Board.

**NOMINATING COMMITTEE**

Wood discussed the slate of Executive Board members recommended to serve in 2023. No additional nominations were made.

***(Nelson/Wood) Move to approve the slate of Executive Board members for 2024 with President – Kalil, Vice President – Ebinger, Treasurer – Jacobson, Members-At-Large – Caroon and Willhite. MCU.***

**BOARD MEMBER REPORTS:**

**Becker County** (Kalil-absent, Nelson)

Nelson discussed an event held across from the Cormorant LINK Site at the old jail, a haunted house was put on and in 4 days over 1000 people attended.

**Breckenridge** (Holecek)

No report.

**Clay County** (Ebinger)

Clay County DMV currently in the Center Mall might relocate in the Center Mall while the new building is being built.

**Clearwater County** (Titera)

No report.

**Minutes of the November 16, 2023 Full Board Meeting – Page 3**

**Crookston** (Briggs)

The City has been working to get things updated at the Library. Several projects have taken place the last few years.

**Detroit Lakes** (Wood)

The Library building is evolving and the City is working to help out with updates. They are enjoying working with the new Library Director, Pamela Westby.

**City of Mahnomen** (Durant)

No report.

**Mahnomen County** (Geray-absent)

No report.

**Moorhead** (Caroon, Johnson, Shastri)

Moorhead has seen an increase in demand for Technology Services, Meeting Room space and partners in community service (such as Lutheran Social Services). The Moorhead Friends is going to participate in Giving Hearts Day.

**Norman County** (Jacobson)

No report.

**Polk County** (Willhite)

No report.

**Wilkin County** (Busko-absent)

No report.

**MN Library Association/Library Trustee and Advocates Section** (Kalil-absent)

No report.

**Northern Lights Library Network** (Holecek/Schell-absent)

No report.

**OTHER**

The meeting adjourned at 6:06.