

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

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

A meeting of the Lake Agassiz Regional Library Full Board was held on Thursday, September 21, 2023. President Kalil called the meeting to order at 5:33 pm.

Board Members Present: Ebinger, Caroon, Durant, Jacobson, Johnson, Kalil (*President*), Nelson, Shastri, Titera.

Board Members Absent: Briggs, Busko, Geray, Holecek, Willhite, Wood.

Others Present: Lynch, Sprynczynatyk

PUBLIC INPUT

None

APPROVAL OF AGENDA

Lynch requested the addition of item c in the Director's report with the topic Youth Services Librarian Proposal and also add a discussion about the Moorhead Library/Community Center Project. Kalil requested to add the topic of Nominating Committee to the agenda, after the Director's Report.

(Ebinger/Johnson) Move to approve the meeting agenda as amended with the addition of the Youth Services Librarian Proposal, the Moorhead Library/Community Center Project and the Nominating Committee topics. MCU.

MINUTES OF THE JUNE 15, 2023 FULL BOARD MEETING

(Jacobson/Ebinger) Move to approve the Minutes of the June 15, 2023 Full Board Meeting as presented. MCU.

FINANCIAL REPORT

Sprynczynatyk noted that LARL's Health Insurance cost increase for 2024 will be 6.3%, which is less than the originally budgeted 10%. LARL RLBSS funding will see a \$247,000 increase for FY2024, a large increase from the originally budgeted \$6,000 increase.

With 66.67% of the year complete, 63.75% of budgeted expenses have been spent. Personnel Expenses are at 63.35% of budget, due to a few long-term employees leaving.

(Nelson/Titera) Move to approve the Final Report and documentation of actual expenses for FY2023 Regional Telecom Aid (RLTA). MCU.

(Durant/Caroon) Move to approve the application for FY2024 Regional Telecom Aid (RLTA). MCU.

(over)

FINANCIAL REPORT - continued

(Jacobson/Ebinger) Move to approve the Report of Results Accomplished for the FY2023 Regional Library Basic System Support (RLBSS) Grant. MCU.

(Johnson/Ebinger) Move to approve the Final Report for the State Regional Public Library System Arts and Cultural Heritage Program for FY2021 funding year. MCU.

DIRECTOR'S REPORT

Lynch discussed that on September 15 Lynch and Megan Krueger, Moorhead Library Director hosted the House Capital Investment Committee. They informed them that in MN the Library repairs and new construction needs in MN is over \$115 million.

October 9th is LARL annual Staff Day. This year's event will be held at the Trollwood Events Center. About 75 LARL employees will attend.

Lynch presented the new proposed collection development policy for LARL.

(Ebinger/Durant) – Move to rescind the LARL Collection Development Policy last revised by the LARL Board on September 17, 2020, and adopt the proposed 2023 Collection Development Policy. MCU.

Lynch discussed that LARL doesn't currently have a Youth Services Coordinator. The position was recently being covered by an employee that was handling both Youth Services and Legacy programming. That person recently resigned and the Legacy Coordinator has been hired. LARL is in need of a full time Youth Services Coordinator. With the extra RLBSS funding LARL is now receiving, some of the funds could be used to fund the full-time position.

(Johnson/Ebinger) – Move to approve the creation and hiring of a new Youth Service Librarian position. MCU.

Lynch discussed the new Moorhead Library and Community Center. The project is currently in the schematic design phase and in mid-October it will move into the design/development phase. The building will house the Moorhead Public Library, the Lake Agassiz Regional Library headquarters and an entrepreneurial center and a child's play place.

Lynch discussed that LARL needs to start thinking about LARL's contribution to the project, since LARL's regional office will be located in the building. The board suggested that as more information is known regarding LARL and the new building that financial matters should be discussed with the finance committee and then taken to the full board.

BYLAW REVIEW

Shastri discussed that the bylaws state that the personnel committee will perform an annual evaluation of the Regional Library Director. The board should consider making a change to the bylaws to make the annual evaluation optional, or the Personnel Committee should start doing an annual evaluation of the Director.

BYLAW REVIEW – continued

Kalil suggested on Page 5 of the LARL Bylaws in Section 2, Duties of the Stand Committees the paragraph about the Personnel Committee the Board will consider changing the sentence from “The Personnel Committee will make recommendations to the LARL Board of Trustees concerning policies that affect LARL staff and will conduct the annual evaluation of the Regional Library Director” to “The Personnel Committee will make recommendations to the LARL Board of Trustees concerning policies that affect LARL staff and may conduct the annual evaluation of the Regional Library Director”. A corresponding change will also need to be made in the 2nd paragraph of Article VII, which also refers to an annual performance evaluation.

Nelson suggested changing the paragraph to “The Personnel Committee will make recommendations to the LARL Board of Trustees concerning policies that affect LARL staff. The Personnel Committee should conduct the annual evaluation of the Regional Library Director”.

Kalil discussed the mileage and per diem section of the bylaws. The board decided that no changes are needed to this section. All board members are entitled to claim mileage and per diem as long as no other entity is paying the per diem or mileage.

NOMINATING COMMITTEE

Kalil passed out a survey asking for Board Member interest in serving on the Executive Committee in 2024. The Nominating Committee will then present a slate of officers at the November meeting based on interest collected from the survey.

BOARD MEMBER REPORTS:

Becker County (Kalil, Nelson)

Kalil discussed that the Detroit Lakes Library needs just under \$1,000,000 of repairs.

Breckenridge (Holecek-absent)

No report.

Clay County (Ebinger)

No report.

Clearwater County (Titera)

Titera helped set up for the Arn Kind presentation in Bagley, over 70 people attended the program.

Crookston (Briggs-absent)

No report.

Detroit Lakes (Wood-absent)

No report.

(over)

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City of Mahnomen (Durant)

No report.

Mahnomen County (Geray-absent)

No report.

Moorhead (Caroon, Johnson, Shastri)

Caroon reported that the Herberger's and Thai Orchid part of the mall will be demolished this fall, so they can start on the new Library/Community Center in Spring. Shastri reported that Moorhead is participating in the Fargo, West Fargo, Moorhead One Book One Community event which will feature Natalie Warren speaking at Concordia on October 19.

Norman County (Jacobson)

Norman County passed a preliminary levy of 9.8%.

Polk County (Willhite-absent)

No report.

Wilkin County (Busko-absent)

No report.

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

The State Library convention is next week. There are several good sessions this year including topics of Censorship, Library Buildings and Space Planning, Library Friends and Building Community, and state library statistics.

Northern Lights Library Network (Holecek/Schell-absent)

No report.

PRESIDENTS REPORT

Kalil discussed having the January LARL Board meeting online. The board preferred that if the meeting is going to be online, they would rather have a full online meeting, rather than a hybrid meeting. Lynch will attend from the Moorhead Library to be available for the public to attend.

OTHER

The meeting adjourned at 7:05.