

*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, May 16, 2024 in person and online via Zoom. President Kalil called the meeting to order at 5:30pm.**

**Board Members Present:** Caroon, Durant (via Zoom), Holecek, Nelson, Jacobson, Johnson, Kalil (*President*), Nelson, Shastri (via Zoom), Titera, Willhite, Wood.

**Board Members Absent:** Braton, Geray, Menard.

**Others Present:** Lynch, Sprynczynatyk, Linda Schell

**PUBLIC INPUT**

None

**APPROVAL OF AGENDA**

**MINUTES OF THE MARCH 21, 2024 FULL BOARD MEETING**

***(Jacobson/Caroon) Move to approve the Minutes of the March 21, 2024 Full Board Meeting as presented. MCU.***

**FINANCIAL REPORT**

With 33.33% of 2024 complete, LARL spent 32.32% of budgeted expenses. Revenues are at 50% of budget due to LARL billing Signatories quarterly. Library Programming is at 12.24% of budget due to spending normally ramping up starting in May to prepare of the Summer Learning Experience. Accounting fees are at 70.38% of budget due to the 2023 audit being paid for.

***(Willhite/Nelson) Move to reinvest the full annual distributions from the F-M Area Foundation for the Ada, Fertile and Moorhead distribution into the sub funds from which they were earned, and spend the full annual distribution from the F-M Area Foundation for the Crookston and Hawley Branch distributions. MCU.***

***(Ebinger/Johnson) Move to approve the application to participate in the State Regional Library System Arts and Cultural Heritage Program for FY2025. MCU.'***

Sprynczynatyk discussed the LARL budget process and the second draft of the 2025 Preliminary Budget. There are a few unknown items in the budget which LARL won't know until August or later in the year; Health Insurance which is budgeted at an 10% increase and salaries are currently budgeted at a 4% increase with Union negotiations pending. The budget includes a 1.77% increase to LARL Signatories. The budget reflects a \$28,555 shortfall. LARL will plan to use reserves to cover the shortfall.

(over)

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Sprynczynatyk discussed that in April the Executive and Finance Committees recommended to the Full Board that LARL provide up to \$250,000 for furnishing of the LARL Headquarters and Moorhead staff work areas in the new Moorhead Library. \$135,000 of funds were designed for this purpose at the January 2024 full board meeting. The 2024 budget also included additional savings of \$49,000 for this purpose. The additional \$66,000 can come from undesignated reserves. At the end of 2024, LARL should have approximated 55% of annual expense in reserves, the state auditor recommends having reserves in the 30% to 50% range. After the budgeted shortfall in 2025, and providing up to \$250,000 for furnishing LARL should still have reserves of around 45% of annual expenses.

Nelson suggested that the Board agree to contributing up to \$250,000 but since the City hasn't discussed Regional Office rent in the new space, that the providing of up to \$250,000 be contingent upon LARL and the City agreeing on Regional Office rent.

***(Ebinger/Nelson) Move that LARL provide up to \$250,000 for the furnishing of the LARL Headquarters and Moorhead staff work area as recommended by the Executive & Finance Committees contingent on the City of Moorhead and LARL agreement to a new Regional Office space lease. MCU.***

**DIRECTOR'S REPORT**

Lynch discussed her written report.

Lynch discussed the Hoopla service that LARL offered. The service has become so popular that at midnight, all of the usage for the day is used up. Currently LARL puts in \$48,000 per year into the service, plus other donations. Customers and staff are getting frustrated that the daily funds get used up so quickly.

**PRESIDENT'S REPORT**

***(Wood/Ebinger) Move to approve amended bylaws shared via email by Lynch on May 7, 2024 and presented by Kalil.***

**BOARD MEMBER REPORTS:**

**Becker County** (Kalil, Nelson)

No report.

**Breckenridge** (Holecek)

No report.

**Clay County** (Ebinger)

Provided an update regarding a long term juvenile psychiatric unit in the county. The bonding request was a bit too late, but they will work for it next year. There is potential that the County will get approximated \$1,000,000 to start the program this year. It will be a facility that will benefit the region.

**Clearwater County** (Titera)

Clearwater County provided a resolution to support Clay County's efforts regarding the juvenile psychiatric unit.

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**Crookston** (Menard-absent)

No report

**Detroit Lakes** (Wood)

Detroit Lakes schools is discussing a partnership with LARL to providing library cards to all students who opt in. Tomorrow is the deadline for applying for a grant for repairing and renovating the library, if the grant is received, the Detroit Lakes City Council committed to match up to \$750,000 if the grant is received.

**City of Mahnomen** (Durant)

The City has just completed a new sidewalk around the building.

**Mahnomen County** (Geray-absent)

No report.

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

Shastri discussed the Moorhead Library, along with the Fargo and West Fargo Libraries will be sponsoring Library Day at the FM Redhawks baseball game on May 29<sup>th</sup>, as well as several other events at the library.

**Norman County** (Jacobsen)

No report.

**Polk County** (Willhite)

No report

**Wilkin County** (Braton-absent)

No report.

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

No report.

**Northern Lights Library Network** (Holecek, Schell)

No report.

The meeting adjourned at 6:47.