

**Moorhead Library Board  
Board of Trustees, Regular Meeting  
September 10, 2024  
5:30 p.m.**

**Agenda**

- Open Meeting
- Approve Agenda
- Approve minutes from April 2024 meeting
- Library and Community Center Update
- LARL Board Update
- Director's Report
- Other Business
- Next Meeting: November 12, 2024

**Moorhead Library Board Board of Trustees, Regular Meeting**  
**April 9, 2024**  
**5:30 p.m.**

**Agenda**

**Present:** Chizuko Shastri, Samantha Gust, Karin Olson Held, Doug Greenley, Laura Caroon, Sonja Bloomquist

**Members not present:** Charley Johnson, Neely Benton

The meeting was called to order at 5:31 p.m. There were enough board members present to have a quorum. Samantha Gust, Board Vice Chair, conducted the meeting.

**Approve Agenda**

- Laura moved to approve the agenda; Doug seconded. Motion passed.

**Approve minutes from February 2024 meeting**

- Laura moved to approve the meeting minutes; Karin seconded. Motion passed.

**Library and Community Center Update**

- In the design/development phase and finalizing details over the next few months.
- Groundbreaking will happen this spring, potentially in June, but the date is not yet finalized.
- Location and opening date remains the same.
- The city continues to look at funding sources.

**LARL Board Update**

- Reviewed LARL Board meeting report from March 21, 2024.

**Director's Report**

- Lots of new things going on!
- Inter-Library Loan platform will be changing at the end of the month.
- Library Day at the RedHawks on May 29. Partnering with Fargo and West Fargo libraries to sponsor the game. Staff is planning to bring the book truck and will be giving away free books.
- Swiftie Eras Party on Monday, April 15 from 5:30 – 7:30pm.
- Attendance at the spring social on April 7 was about double previous years.

**2024 Endowment Funds**

- A fund is set up at the FM Area Foundation to benefit the Moorhead Library.
- \$200 disbursement is available in 2024.
- Sam moved to reinvest the 2024 disbursement; Laura seconded. Motion passed.

**Other Business**

- Happy Library Worker Day (April 9)!
- Building concerns – the roof leaked in the same location, some plumbing issues over the winter. Issues were minor overall.

**The meeting adjourned at 5:50 pm. Next Meeting: September 10, 2024**

## LARL Board meeting report on May 16, 2024

### 1. Financial Report

- With 33.33% of 2024 complete, LARL spent 32.32% of budgeted expenses as of April 30, 2024.
- Approved to reinvest the full annual distributions from the F-M Area Foundation for the Moorhead distribution into the sub funds from which she was earned.
- Approved the application to participate in the State Regional Library System Arts and Cultural Heritage Program for FY2025.
- Approved that LARL provide up to \$250,000 for 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.

### 2. Director's Report

#### State-wide News:

- ⇒ **MINLINK:** is a statewide system that serves as an interlibrary loan interface for library patrons and staff. Through participating libraries, including public, school, academic and special libraries, patrons have easy access to the catalogs and materials in most Minnesota libraries.
- Recently migrated to a new system, which has been year-in-the-making. Thanks to the MINITEX staff at the U of M, this new platform will allow libraries across the state to share their resources with patrons from all corners of MN.
  - To learn more about this service, visit <https://mnlink.org>

#### LARL News:

⇒ **Summer Library Experience**

- Encourages youth and families to read throughout the summer months and attend family friendly events at their local library. All 13 branch libraries will be providing a minimum of eight events this summer during the months of June and July.

⇒ **Hoopla:**

- 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.

⇒ **Strategic Planning:** It is time for LARL to begin the strategic planning process, resulting in a new plan that will span from 2025-2027. This process will include the following:

- Develop a region-wide survey to determine the wants and needs of the residents of the region
- Engage with the LARL board to determine a vision for the region
- Provide focus groups to engage with library customers and stakeholders
- Engage with staff at the annual Staff Day retreat in October to gather information and share community results
- Share the results and plan with the LARL Trustees at the November full board meeting

## LARL Board meeting report on June 20, 2024

### 1. Financial Report

- With 41.67% of 2024 complete, LARL spent 40.20% of budgeted expenses as of May 31, 2024.
- Approved the application for State FY2025 Regional Library Basic System Support

- Approved the Final Report for State Regional Public Library System Arts and Cultural Heritage Program for FY2022 funding year.
- Approved the 2025 Preliminary Budget Draft #3  
2025 Preliminary Budget Draft #3

Category	2023 Budget	2024 Budget	2025 Budget	\$ Change	% Change
Personnel	2,622,350	2,828,600	2,977,750	149,150	5.27%
Library Materials	415,000	430,400	439,000	8,600	2.00%
Automation/Cataloging	190,600	197,750	207,400	9,650	4.88%
Programming & staff development	24,900	35,000	35,000	-	0.00%
Mileage & Board meetings	25,900	30,200	30,200	-	0.00%
Regional Library Telecom Aid	162,180	168,305	168,305	-	0.00%
Other Operating Expenses	216,050	220,633	222,530	1,897	0.86%
Vehicle Expenses	1,600	1,600	1,500	(100)	-6.29%
Capital Expenses	40,000	89,000	40,000	(49,000)	-55.06%
Total Budget	3,698,580	4,001,488	4,121,685	120,197	3.00%

Revenue	2023 Budget	2024 Budget	\$ Change	2025 Request
Moorhead	807,550	824,280	12,930	837,210

## **2. Director's Report**

### **LARL Staffing:**

- Youth Services Coordinator, Moorhead Public Library, 40 hours per week

### **State-wide News:**

#### **⇒ Minnesota Library Association (MLA) Legislative Priorities**

- The MN Legislature recently approved legislation prohibiting the banning of books in MN. This new language is called "[Access to Library Materials and Rights Protected](#)" and falls under MN Statute 134.51.
- The new language prohibits governing boards of public schools (including academic libraries) and public libraries from banning, removing or otherwise restricting access to books "based on solely on its viewpoint or the message, ideas, or opinions it conveys."
- We will continue to follow the [LARL Collection Development Policy](#) and the [Request for Reconsideration Form/Procedures](#). Community members still have the right to challenge books and to ask that books be moved from one classification to another, and LARL could do so as long as viewpoints, messages, ideas, or opinions are not the reason. This new statutory language upholds the current LARL policy and procedures, and supports trained library professionals to continue to do their jobs.

Submitted by Chizuko Shastri

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Director's Report**

**Upcoming Events**

Food and Community with Beth Dooley and Noreen Thomas

September 13, 6:30

Join your library for a presentation featuring renowned Minnesota cookbook author Beth Dooley and celebrated Minnesota farmer and advocate Noreen Thomas on the impact of food on the community.

Name That Minnesota Town Featuring Photographer and Storyteller Doug Ohman

September 17, 6:30

Journey throughout the state of Minnesota with photographer and storyteller Doug Ohman as he explores towns and villages.

Vaccines and Disease Transmission 101: Learning Series with Clay County Public Health

October 03, 6:30

Want to learn how to prevent the spread of diseases in our community and at home? Join us for a presentation on how infectious diseases are transmitted and ways to prevent transmission.

One Book, One Community

This year's community read program will feature beloved Minnesota author William Kent Krueger. Participants are invited to read Krueger's book *The River We Remember* and attend related events at area libraries. The program will culminate with an author visit on Tuesday, October 29 at Concordia College. Additional information is available at [www.1book1community.org](http://www.1book1community.org).

A complete event calendar is available at [larl.org/events](http://larl.org/events).

**Building / Facility Issues**

We continue to battle issues with plumbing, the HVAC system and roof leaks, but there is nothing specific to report at this time.

**Staffing Update**

Welcome to Jayde Proffitt, our new Youth Services Coordinator. Jayde will oversee youth services and programs at the Moorhead Library and will coordinate region-wide youth initiatives such as the Summer Library Experience.

Congratulations to Olivia LePage, recently promoted to an Associate position.

