

**Moorhead Library Board  
Board of Trustees, Regular Meeting  
September 9, 2025  
5:30 p.m.**

**Agenda**

- Open Meeting
- Approve Agenda
- Approve minutes from April 2025 meeting
- Summer Reading Program Review
- Library and Community Center
  - Project Update
  - Fundraising Update
- LARL Strategic Plan
- Legislative Update
- LARL Board Update
- Director's Report
- Other Business
- Next Meeting: TBD

**Moorhead Public Library Advisory Board**  
**Regular Meeting**  
**April 8, 2025**  
**5:30 p.m.**

**Minutes**

**Present:** Chizuko Shastri, Karin Olson Held, Sonja Bloomquist, Cady Rutter, Emily Moore, Samantha Gust, Megan Krueger

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

**Open Meeting**

The meeting was called to order at 5:30 p.m. There were enough board members present to have a quorum. Sam Gust, Board Vice Chair, conducted the meeting.

**Approve Agenda**

- Sam asked for a voice vote to approve the agenda. The agenda was approved unanimously.

**Approve minutes from February 2025 meeting**

- Emily moved to approve the meeting minutes; Cady seconded. Motion passed.

**Library and Community Center Update**

- The final structural beam is in place!
- The contractor is receiving the first delivery of structural lumber and starting external structure next week.
- Streets and other surrounding infrastructure is going out for bid and development is expected to start in May.

**LARL Board Update**

- Reviewed the LARL Board meeting report from March 27, 2025.

**Director's Report**

- In March 2025, President Trump issued an Executive Order that would eliminate the Institute of Museum and Library Services (IMLS). IMLS funding supports Minitex, which facilitates access to online databases and interlibrary loans. The MN Attorney General has filed a lawsuit against the federal government to stop the IMLS provisions of the Executive Order from taking effect.
- Clay County Family Resource Center has two staff members who will be connectors to services in the community. They will offer some services/office hours out of the Moorhead Library starting in April. All information will be posted on the upcoming website.
- AARP hosted tax services out of the library again this year.
- Library activity – January-February meeting room usage is up 22% from last year and number of patrons in the door is up 9% over last year.

- Spring legacy series – several events coming up in the next month. The full event listing is available on [larl.org/legacyseries](http://larl.org/legacyseries).
- National Library Week is this week. The Friends of the Moorhead Library are celebrating with two events:
  - The Annual Spring Social was on April 6 from 1-4pm, beginning with the annual meeting. The Friends presented a check for \$25,000 to the Library and Community Center building project
  - Bookmarked! is on April 12 starting at 12pm at Swing Barrel Brewing in Moorhead.
- The Friends book sale is coming up on April 24-26.

### **2025 Endowment Funds**

- Endowment Fund is set up with the FM Area Foundation. The current balance is about \$9,000 and the 2025 disbursement to spend or reinvest is \$225.
- Sam called for a voice vote to reinvest the \$225 disbursement into the endowment principle. All voted in favor.

### **Other Business**

- None

**The meeting adjourned at 5:46 pm. Next Meeting: September 9, 2025**

## **LARL Board meeting report on May 15, 2025**

### **1. Financial Report**

- With 33.33% of 2025 complete, LARL spent 32.28% of budgeted expenses as of April 30, 2025.
- Approved to reinvest the full annual distributions from the F-M Area Foundation for Moorhead distribution (\$225).
- Signatories will be asked for an 8% overall increase. The increase in the budget is at 8.44% due to the City of Moorhead requesting LARL to add Sunday hours which resulted in a \$12,500 additional increase to Moorhead and a corresponding increase to salaries.

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

#### **LARL Staffing**

- Welcome to Briea Freema, Moorhead Summer Library Associate and Brooke Brittain, Moorhead Library Assistant.

#### **LARL News**

##### **⇒ LARL Strategic Planning : Community Conversations**

- Hillary Stevens, LARL Marketing Coordinator and Liz Lynch, LARL Director held Community Conversations in five LARL locations. They met many LARL residents who truly appreciated the services/resources provided by LARL and the service provided by LARL staff. The feedback from the conversations will help shape questions for the next phase of the strategic planning process, which will be to survey all community members across the region through both print and online forms. More information to come...

##### **⇒ Spring Legacy Tour: <https://larl.org/letacyseries/>**

- Imagination Theater with Michael Paul Gallo event for youth – nine locations with total attendance 572
- Stained Glass Workshop for ages 18+ at five locations with all reservations taken with long waiting list
- Lif Enger, I Cheerfully Refuse author talk for all ages – four locations with total attendance 197

### **New LARL Connect App**

- On May 12th, LARL launched the new LARL Connect app, which will replace the current mobile app. LARL Connect app will feature improved searching features, which will include library events, Overdrive, EbooksMN and physical library collection results.
- LARL Connect app is available in both the Google Play Store and the App Store.
- There is also a landing page on larl.org with links to both the Android and Apple download pages.

### **National News**

- We continue to advocate to save the Institute of Museum and Library Services (IMLS), which provides federal funding to States for library services. Without IMLS, our Interlibrary Loan, statewide delivery, Braille and Talking Library, eBooks MN, MN Digital Library, library staff training, and so much more will be lost. Visit <https://www.mnlibraryassociation.org/> and click on Advocacy or contact LARL director for more information.

## **LARL Board meeting report on June 18, 2025**

### **1. Financial Report**

- With 41.67% of 2025 complete, LARL spent 39.77% of budgeted expenses as of May 31, 2025.
- Approved the application for State FY2026 Regional Library Basic System Support (RLBSS)

### **2. Report of the Finance Committee**

- Approved the 2026 Preliminary Budget Draft #3

### 2026 Preliminary Budget Draft #3

Category	2024 Budget	2025 Budget	2026 Budget	\$ Change	% Change
Personnel	2,828,600	3,047,500	3,230,250	182,750	6.00%
Library Materials	430,400	439,000	443,390	4,390	1.00%
Automation/Cataloging	197,750	207,200	216,450	9,250	4.46%
Programming & staff development	35,000	35,000	35,000	-	0.00%
Mileage & Board meetings	30,200	32,900	32,900	-	0.00%
Regional Library Telecom Aid	168,305	161,188	161,188	-	0.00%
Other Operating Expenses	220,633	226,900	243,494	16,594	7.31%
Vehicle Expenses	1,600	1,500	1,500	-	0.00%
Capital Expenses	89,000	40,000	40,000	-	0.00%
Total Budget	4,001,488	4,191,188	4,404,172	212,984	5.08%

Revenue	2024 Budget	2025 Budget	\$ Change	2026 Request
Moorhead	824,280	837,210	71,090	908,300

### **3. Director's Report**

#### **LARL Staffing**

- Welcome to Rainne Jepson, Moorhead Library Assistant

#### **LARL News**

##### **⇒ LARL Strategic Planning: Print and Online Surveys**

- Based on the feedback from the Community Conversations, LARL will provide an opportunity for all community members to share feedback regarding LARL services and priorities through an online and print survey, which will be available to the public by the end of June.

##### **⇒ Summer Reading Program is In Full Swing!**

- Each branch location is providing free educational and entertaining events for youth during the months of June and July. In addition, youth is challenged to read books throughout the summer months for a chance to win prizes.

#### **Upcoming Event**

- William Kent Krueger Fundraising Event for the new Moorhead Public Library, August 28<sup>th</sup> from 6:00 – 9:00pm at Rustica Tavern in Moorhead. Tickets will go on sale on June 23.

#### **Meeting with the City of Dilworth**

- The LARL Director met with the City of Dilworth who is interested in possibly having library in their new community center. There may be future meetings, and it was discussed that a new library would need to be LARL Signatory.

### **LARL Board meeting report on August 14, 2025**

#### **1. Financial Report**

- With 58.33% of 2025 complete, LARL spent 56.65% of budgeted expenses as of July 31, 2025.

## **2. Report of the Finance Committee**

- Approved the LARL Regional Office Lease agreement with the city of Moorhead as \$18 per square foot with a 1% annual increase for 10 years. 3098 square feet of space with \$55,764/year lease.

## **3. Director's Report**

### **LARL News**

#### **⇒ New LARL Logo**

- The development of the new LARL logo is complete and will be gradually implemented. The design was selected based on staff and community input, with seven sunrays reflecting the seven-county service area.

#### **⇒ LARL Strategic Planning: Print and Online Surveys**

- LARL is currently soliciting feedback from the public through print and online surveys. The online surveys will be available for two-week period. As of 08/06, 266 surveys have been completed. The survey will be available through August 7. Next steps include a survey for staff and for the LARL Board. More information regarding survey results and feedback will be provided this fall.

### **Statewide News**

#### **⇒ Federal Funding**

- Congress has decided to push back their discussions on library funding until the first week of September. This gives library supports an opportunity to get in touch with their Congress members during August recess and urge them to defend federal library funding in every way possible. Without federal funding, MN's Interlibrary loan, statewide delivery and shared information resources provided through Minitex will be in jeopardy.

Submitted by Chizuko Shastri

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Director's Report**

## **Programs and Services**

**LARL Rebrand:** Lake Agassiz Regional Library is thrilled to unveil its new logo! The new logo, which went live on Friday, August 15, 2025, replaces the library system's former logo and brand, which has not changed in over two decades. Over the next weeks and months, library visitors will gradually begin to notice the change to the new logo in libraries and LINK Sites around our seven-county service area.



**One Book, One Community:** The Moorhead Library is participating in One Book, One Community again this fall. This year's title and related programs will reflect a Norwegian theme as we celebrate the bicentennial commemoration of the first organized emigration of Norwegians to the United States. Join us by reading "The Bell in The Lake" by Lars Mytting and don't miss a visit by the author September 29th at 7:00pm at Concordia College. More information about this program, including a full listing of events is available at: <https://1book1community.org/>

## **Library Activity**

**Summer Reading Program:** Congratulations to Jayde Proffitt, LARL Youth Coordinator, for a successful first year overseeing the Summer Reading Program across the LARL region and planning and executing the program at the Moorhead Library. This program brought crowds of people into the Moorhead Library and attendees were engaged in each weekly program.

**Book Truck Activity:** The Book Truck appeared at several community events, parks, daycares and other locations throughout the summer. This year staff developed a new setup for book truck stops, allowing for better public engagement. Attendance and checkouts at book truck stops have increased this summer over previous years.

## **Upcoming Events**

**Fall Legacy Series:** Lake Agassiz Regional Library will host another great Fall Legacy series and the Moorhead Public Library is lucky to host each program offered this fall. Presenters will include folk artists, musicians and more. A full listing of Legacy events taking place around the region is available at:

The Great North Star Read Together: Minnesotans are invited to gather at libraries across the state to show support for all libraries and the vital role they play in our communities. The Moorhead Public Library will host a reading party on Saturday, September 20th from 11:00-12:00. The Great North Star Read Together is a collaborative effort of library supporters from the Minnesota Library Association, CRPLSA, the Multicounty Multitype Library Systems, Minitex, MELSA, and ITEM. More information about this statewide event is available at: <https://sites.google.com/umn.edu/greatnorthstarreadtogether/home>

A full listing of Moorhead Library events is available at: <https://larl.org/locations/moorhead/>