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

LARL BOARD OF TRUSTEES
FULL BOARD MEETING
Wednesday, August 14, 2025
MINUTES

A hybrid meeting of the Lake Agassiz Regional Library Full Board was held on Wednesday, August 14, 2025 in person and online via Zoom. President Ebinger called the meeting to order at 5:30pm.

Board Members Present: Briggs, Durant, Ebinger *(President)*, Geray (via Zoom), Grimsley (via Zoom), Holecek, Jacobson, Johnson, Moore, Nelson, Shastri, Titera, Willhite (via Zoom), Wood.

Board Members Absent: Braton

Others Present: Lynch, Sprynczynatyk

PUBLIC INPUT
None

APPROVAL OF AGENDA

(Jacobson/Briggs) Move to approve the Agenda of the August 14, 2025 Full Board Meeting. MCU.

MINUTES OF THE JUNE 18, 2025 FULL BOARD MEETING

Shastri noted that the draft minutes reflect she attended the meeting via Zoom when she was at the meeting in person. The minutes also incorrectly reflect she seconded the approval the agenda. Sprynczynatyk said he would replay the meeting recording and correct the motion second.

(Moore/Johnson) Move to approve the Minutes of the June 18, 2025 Full Board Meeting with noted corrections. MCU.

FINANCIAL REPORT

With 58.33% of 2025 complete, LARL spent 56.65% of budgeted expenses. Revenues are at 67.19% of budget due to LARL billing Signatories quarterly. Staff Training and Development is at 9.56% of budget because the majority of the training budget is usually spent in the fall.

REPORT OF THE FINANCE COMMITTEE

Jacobson discussed that at the July 17th Finance Committee meeting the Committee proposed lease terms to the City of Moorhead at $18 per square foot with an annual increase of 1% for 10 years, contingent on Full Board approval. The City's negotiating team tentatively accepted the offer contingent on City Council approval.

(over)

REPORT OF THE FINANCE COMMITTEE - continued

Nelson discussed that he felt the lease terms are probably a bit over priced for the LARL's office space needs, but that if a motion was going to be made to approve the $18/sf 1% annual increase, there are some issues with the lease agreement that should be address:

- Item 5. Conditions of the Leased Premises: The wording should be changed to "upon inspection of the Leased Premises"
- Item 7. Capital Expenditures: Some additional examples of Capital Expenditures should be added to include Carpet, Flooring, and Lighting.
- Item 10. Indemnity: LARL should have an attorney review the wording.
- Item 11. Insurance:
    - Part a: The $2,000,000 Liability Insurance should be reviewed, as this level of coverage may come at a very high cost. Sprynczynatyk will contact MCIT to determine LARL's current coverage and check on pricing if current coverage is lower than $2000,000.
    - Part b: LARL should have a lawyer review.
    - Part c: If the City is to be named additionally insured on Part a and b, should the City list LARL as additionally insured in part c.
    - The address for LARL should be updated to the new address
- Items 14 and 15 Early Termination: It should be reiterated that the agreement is for 10 years.

(Jacobson/Johnson) Move to approve the LARL Regional Office Lease Agreement with the City of Moorhead at $18 per square foot with a 1% annual increase for 10 years as recommended by the Finance Committee upon attorney review of the lease.

(Grimsley/Nelson) Move to amend the previously made motion to approve the LARL Regional Office Lease Agreement with the City of Moorhead at $17 per square foot with a 1% annual increase for 10 years as recommended by the Finance Committee upon attorney review of the lease. A roll call vote was taken with 7 votes in favor of amending (Grimsley, Nelson, Holecek, Wood, Durant, Geray, Shastri) and 7 votes against (Ebinger, Titera, Briggs, Johnson, Moore, Jacobson, Willhite). Motion failed due to a lack of majority.

A roll call vote was taken on the original motion with 11 votes in favor of the motion (Holecek, Ebinger, Titera, Briggs, Wood, Durant, Johnson, Moore, Shastri, Jacobson, Willhite) and 3 votes against (Grimsley, Nelson, Geray). Motion passed.

Lynch questioned the board regarding the $250,000 previously approved for furnishing, since the money was approved pending an approved lease, upon the lease being signed by both parties LARL can go ahead and start spending the money on furnishing without further Board approval.

DIRECTOR'S REPORT

Lynch had no report in addition to her written report.

PRESIDENT'S REPORT

No report.

(continued on next page)

BOARD MEMBER REPORTS:

Becker County (Grimsley, Nelson)
No report.

Breckenridge (Holecek)
No report.

Clay County (Ebinger)
No report.

Clearwater County (Titera)
No report.

Crookston (Briggs)
Oxcart days is going on in Crookston.

Detroit Lakes (Wood)
The City is moving forward with Library roof repairs. Bids for an Architect went out in July.

City of Mahnomen (Durant)
No report.

Mahnomen County (Geray)
No report.

Moorhead (Johnson, Moore, Shastri)
The Local Family Resource Center has added office hours at the Moorhead Library. There are a lot of Legacy programs scheduled. There will be a Red Cross blood drive on August 27. The Moorhead Library along with the Book Truck will be part of several events during Great Moorhead Days in September.

Norman County (Jacobsen)
Norman County had their first budget meeting for 2026 and it went better than expected.

Polk County (Willhite)
The Crookston Library is still waiting on repairs to their restroom after the arson fire in June.

Wilkin County (Braton-absent)
No report

MN Library Association/Library Trustee and Advocates Section (Open)
No report.

(over)

Northern Lights Library Network (Holecek, Shastri)
Holecek has termed out on the NLLN board and will need to be replaced. Shastri reported that she asked NLLN about supporting the new Moorhead Library and Community Center, NLLN is considering contributing $10,000 to the project but must be approved by the NLLN board at their September meeting.

Lynch reported that the appointment to NLLN usually takes place at the beginning of the year, but if anyone would like to fill the position vacated by Holecek for the remainder of 2025 they should let her know, otherwise Shastri will be LARL's lone representative until 2026.

The meeting adjourned at 6:17.