

**Moorhead Library Board
Board of Trustees, Regular Meeting
November 18, 2025
5:30 p.m.**

Agenda

- Open Meeting
- Approve Agenda
- Approve minutes from September 2025 meeting
- 2025 Adult Programming Review - Barb Davis
- The Spark Center Preview - Laura Caroon
- Library and Community Center Updates
 - Project Update
 - Fundraising Update
- LARL Board Update (attached)
- Director's Report (attached)
- 2026 Membership
- 2026 Meeting Schedule
- Other Business
- Next Meeting: February 10, 2026

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

Minutes (Draft)

Present: Megan Krueger, Charley Johnson, Neely Benton, Chizuko Shastri, Cady Rutter, Sam Gust, Emily Moore

Members not present: Karin Olson Held

- Open Meeting
 - The meeting was called to order at 5:30 p.m. There were enough board members present to have a quorum. Neely Benton, Board Chair, conducted the meeting.
- Approve Agenda
 - Sonja moved to approve the agenda; Cady seconded. Motion passed.
- Approve minutes from April 2025 meeting
 - Neely moved to approve the meeting minutes; Sonja seconded. Motion passed.
- Summer Reading Program Review
 - Jayde Proffitt, LARL Youth Services Coordinator and Youth Services Supervisor at the Moorhead Public Library provided a brief overview of the 2025 Summer Reading Program at the Moorhead Public Library. Weekly programs involved community partners and one offsite event at the MSUM Planetarium. Average weekly attendance was over 100 and feedback was positive.
- Library and Community Center
 - Project Update
 - Megan reported that McGough is currently on schedule to have the Certificate of Occupancy (CO) by around February. Exterior site work (sidewalk, grading), and beam painting are underway. The crew is currently working to finish installing windows. Exterior brick, interior framing, exterior soffit and 2nd floor drywall will start soon.
 - Fundraising Update
 - Megan reported that the A Novel Evening with William Kent Krueger raised over \$6,000, and that the Mayor's circle has secured several donations over the past few months, including gifts from Visit Fargo-Moorhead, Moorhead Vikingland Kiwanis and a \$1M sponsorship of the walking track (sponsor will be announced soon). Chizuko and Emily have been active in seeking and obtaining sponsorships and encouraged other board members to participate by asking business or individuals in their circle to support the project. Gifts of \$2,500 or more will be recognized on the donor wall and can be paid over a 5-year period.
- LARL Strategic Plan
 - Megan shared a brief update on the LARL strategic planning process. Community conversation events and a community survey were completed during the spring and summer. LARL is now in the process of analyzing the information and will soon develop focus areas.
- Legislative Update
 - Megan shared the following outcomes of the 2025 Minnesota legislative session:
 - Legacy funding: \$2.7M/year for FY 26-27
 - Bonding: Mary C. Murphy Library Construction Grants Program (Bonding) - \$700,000

- Minitex - One time appropriation of \$1M
- Regarding federal issues, Megan shared the following:
 - IMLS: The senate has voted to continue funding for MLIS, and we are now waiting for the house vote, which we expect to take place this month. At this time there is no push from the library legislative community to contact your representative.
- LARL Board Update
 - Chizuko's LARL board report was included in the board packet. Megan pointed out the preliminary 2026 LARL budget, including the City of Moorhead's portion.
- Director's Report
 - Megan shared information about the new LARL logo, Book Truck activity over the summer and the upcoming Legacy event series.
- Other Business
 - The next regularly scheduled board meeting would take place on Veteran's Day. Megan suggested meeting either November 12th or November 18th, and the group decided on November 18th as an alternate date.
- Next Meeting: TBD

LARL Board meeting report on September 18, 2025

1. Financial Report

- With 66.67% of 2025 complete, LARL spent 64.28% of budgeted expenses as of August 31, 2025.
- Approved (1) the final report and documentation of actual expenses for FY2025 Regional Library Telecommunications Aid, (2) the application for FY2026 Regional Library Telecommunications Aid, (3) the Report of Results Accomplished for the FY2024 Regional Library Basic System Support Grant for the final addition payment, and (4) the three-year (2025-2027) agreement with Brady Martz & Associates to conduct the annual audit of LARL's financial statements.
- Health insurance – 18.3% increase.

2. Director's Report

LARL News

↳ LARL Strategic Planning:

- Customer Surveys – over 330 print and online surveys were completed by LARL customers representing all 22 locations. Survey results indicate the following: LARL is serving customers of ALL ages; while the majority of customers have internet access, many do not; while the majority of customers have confidence in their technology skills, many do not; 83% strongly agree that their local library/LINK adds value to their community – and additional 11% agree; & 66% strongly agree that service meets or exceeds their expectations – 26% agree.
- In addition, approximately 250 comments were shared; Most were in appreciation of LARL, their local library/LINK Site with special praise for the staff. Comments for improvement were shared in the survey. Many of the improvements can easily be made, while several comments were made regarding more hours for both branches and LINKs which may prove to be more challenging.
- Staff Survey – An online staff survey will be sent out during the week of September 8, 2025
- Staff Day – The LARL Staff Day will be held on Monday, October 13 in Moorhead. Based on the survey feedback from customers and staff, employees will discuss three focus areas and establish goals and objectives to move the region forward over the next three years.
- MLA – The Minnesota Library Association annual meeting will be held on October 9th and 10th. LARL attendees include Barb Davis, Moorhead Adult Services Supervisor and Emily Spieker, Crookston Librarian.

Statewide News

- Brownstone Donation to LARL – The Brownstone Book Fund, a private foundation in NYC, has chosen Minnesota Public Libraries to be the 2025 recipients of free books for the children's collection of materials. LARL will receive three copies of 100 titles to add to the collection. Upon arrival, book plates will be added to the inside covers of the books and a press release will be shared thanking the Fund.
- Council of Regional Public Library System Administrators (CRPLSA) – CRPLSA has contracted with a consultant to conduct a study to determine whether statewide standards for public libraries should be provided to help create benchmarks for facilities, services, collections, training, etc. The consultants have surveyed public library staff from around the state and are currently holding one on one conversations to acquire additional information.

3. Moorhead Community Center and Library Report

- LARL Lease Agreement – LARL's attorney approved of the LARL Lease Agreement with LARL suggested changes. The Agreement was then sent back to the City of Moorhead and was approved. The Lease will be signed by LARL, and the city of Moorhead will bring it to the Council for final approval.

Submitted by Chizuko Shastri

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Director's Report**

Library Activity in 2025

The Moorhead Library experienced increased usership throughout 2025 including increases in new customers, computer usage, gate count and overall circulation.

Staff have also offered more events this year and more community members are visiting the library to attend these events. Programs such as the weekly Senior Social are seeing an increase in attendance numbers and new programs, such as the Language Exchange, are popular and bringing in new people to the library.

Other services rising in popularity include notary services, wireless printing, study rooms and meeting rooms.

Thank you to all Moorhead Library staff for continuing to meet increased demand!

Upcoming Events

Author Visit and Writing Workshop Featuring Selini Li Bi and Tory Christie

Thursday, December 4th, 5:00-6:30

Have you ever wondered what it's like to be an author? Join young adult author Selina Li Bi and middle grade author Tory Christie for an engaging event exploring their creative processes, their writing journeys and the importance of diverse voices in literature. The program will feature an interactive Q&A session followed by a creative writing workshop.

Holiday Open House

Saturday, December 6th, 1:00-4:00

The Friends of the Moorhead Library invite you to a holiday open house featuring music from the Red River Harp Ensemble and a mini book sale. Other activities include pictures with Santa, gingerbread cookie decorating with Black Cat Bakery, and a book signing with Andrea Baumgardner.

Find a complete list of upcoming events at larl.org/locations/moorhead.

Friends of the Moorhead Library

The Friends of the Moorhead Library were recognized at the Moorhead City Council meeting on November 10th for their fundraising contributions to The Loop.

The Friends continue to hold an ongoing bag sale to reduce inventory before moving to the new library in 2026.