

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

**LARL BOARD OF TRUSTEES  
FULL BOARD MEETING**

**Date: Thursday, January 15, 2026**

**Time: 5:30 p.m.**

Meeting Notice:

The LARL Board will hold its scheduled meeting Thursday, January 15th at 5:30 p.m. in the main floor meeting room at the Moorhead Public Library.

**AGENDA**

- 5:30    **1. CALL TO ORDER AND INTRODUCTION**– President Ebinger  
          **PUBLIC INPUT**  
          **APPROVAL OF AGENDA**

- 5:35    **2. MINUTES OF THE NOVEMBER 20, 2025 FULL BOARD MEETING**  
          Enclosed

***Recommended Motion: Move to approve the November 20, 2025 Full Board Meeting Minutes as presented.***

- 5:40    **3. WELCOME TO NEW BOARD MEMBERS AND INTRODUCTIONS** - Ebinger
- a. **Welcome to New Trustees**
    - a. Deb McArthur, Mahnomen County
    - b. Paul Reese, Polk County
    - c. Terry Kalil, Becker County

- b. **Administer Oath of Office**

- 5:55    **4. FINANCIAL REPORT** - Sprynczynatyk  
          Enclosed

- a. **Pay Equity Report**  
          Enclosed

***Recommended Motion: Move to approve LARL's Pay Equity Report for the year ended December 31, 2025.***

(continued)

**Agenda for the January 15, 2026 Full Board Meeting – Page 2**

**6:00 5. FINANCE COMMITTEE REPORT – Jacobson**

**a. Approval of List of Authorized Institutions**

***Recommended Motion: Move to approve the list of authorized institutions for 2026 as reviewed and recommended by the Finance Committee: Bell State Bank and Edward Jones.***

**b. 2026 Final Budget**

Draft enclosed

***Recommended Motion: Move to approve the 2026 Budget as reviewed and recommended by the Finance Committee.***

**c. Designated Funds**

Draft enclosed

***Recommended Motion: Move to approve the 2026 Designed Funds as reviewed and recommended by the Director and the Finance Committee.***

**6:15 6. DIRECTOR’S REPORT – Lynch**

**a. Director’s Written Report**

Enclosed

**b. The Loop: Moorhead Library and RO Update**

**6:25 7. PRESIDENT’S REPORT – Ebinger**

**a. 2026 Board Meeting Schedule (Draft)**

Enclosed

***Recommended Motion: Move to approve the 2026 Board Meeting Schedule as presented.***

**b. 2026 Board Committee Assignments**

Enclosed: Board Committee Assignments

***Recommended Motion: Move to approve the 2026 Board Committee Assignments as presented.***

(continued)

**Agenda for the January 15, 2026 Full Board Meeting – Page 3**

**6:35 8. BOARD MEMBER REPORTS:**

**Becker County** – Barry Nelson, Terry Kalil  
**Breckenridge** – Linda Holecek  
**Clay County** – David Ebinger  
**Clearwater County** – Mark Titera  
**Crookston** – Clayton Briggs  
**Detroit Lakes** – Connie Wood  
**Mahnomen** – Deb McArthur  
**Mahnomen County** – David Geray  
**Moorhead** – Charley Johnson, Emily Moore & Linda Schell  
**Norman County** – Steve Jacobson  
**Polk County** – Paul Reese  
**Wilkin County** – Jon Braton

**MN Library Association/Library Trustees & Advocates Section** – Open  
**Northern Lights Library Network** – Chizuko Shastri

**6:45 9. OTHER**

**7:00 10. ADJOURNMENT**

**MISC. ITEMS ENCLOSED:**

- a. Check Register – December 2025
- b. 2026 Board Directory

**UPCOMING MEETINGS/EVENTS**

**Book Blizzard Winter Reading Program, January - February 2026**

**All LARL Locations Closed:**

- **Martin Luther King, Jr. Day**, January 19, 2026
- **Presidents' Day**, February 16, 2026

**Executive Committee Meeting (as needed),**

February 19 at 5:30 p.m. at Moorhead Public Library

**Full Board Meeting**

March 26 at 5:30 p.m. at Moorhead Public Library, lower level

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

**LARL BOARD OF TRUSTEES  
FULL BOARD MEETING  
MINUTES  
Draft**

A meeting of the Lake Agassiz Regional Library Full Board was held on Thursday, November 20, 2025. President Ebinger called the meeting to order at 5:30pm.

**Board Members Present:** Braton, Durant, Ebinger (*President*), Grimsley, Holecek, Jacobson, Johnson, Moore, Shastri, Titera, Willhite.

**Board Members Absent:** Briggs\*, Geray\*, Nelson, Wood.  
\*Briggs and Geray attempts to attend remotely but due to technical difficulties were unable to participate.

**Others Present:** Lynch, Sprynczynatyk

**PUBLIC INPUT**

None

**APPROVAL OF AGENDA**

*(Jacobson/Moore) Move to approve the Agenda of the November 20, 2025 Full Board Meeting as presented. MCU.*

**MINUTES OF THE SEPTEMBER 18, 2025 FULL BOARD MEETING**

*(Willhite/Branton) Move to approve the Minutes of September 18, 2025 Full Board Meeting as presented. MCU.*

**FINANCIAL REPORT**

Sprynczynatyk discussed that with 83.33% of the year complete 80.03% of budgeted expenses have been spent. Revenues are at 98.76% of budget due to quarterly billing, there will be minimal revenue coming in for the remainder of 2025.

*(Jacobson/Moore) Move to authorize the Final Report for State Regional Public Library System Arts and Cultural Heritage Program for FY2024 funding year. MCU.*

*(Titera/Johnson) Move to adopt the Minnesota Paid Leave Policy. MCU.*

(over)

## **Minutes of the November 20, 2025 Full Board Meeting – Page 2**

### **FINANCIAL REPORT - continued**

Sprynczynatyk discussed the LARL funding formula topic that was discussed at the Executive Committee meeting in October. The current funding formula was reviewed and then a budget was reviewed with direct costs being charged to each signatory, along with an allocation based on resident usage between city and county residents for city signatory libraries, as well as an allocation based on the current funding formula to each signatory for all indirect costs. This method is very similar to how annual funding was determined in LARL up to 1995. With the cost allocations compared to the amount each signatory is paying, it reflects that some signatories are paying proportionately more toward LARL's overall costs, while some are paying less.

The Board decided to look deeper into the funding formula in 2026. At the January meeting a discussion will take place as to the Committee that will work on reviewing the LARL formula.

### **DIRECTOR'S REPORT**

Lynch discussed the new Minnesota meal break law, which requires employers to offer a 30 minute unpaid meal break to all employees who work a shift of 6 hours or more. Options are being evaluated, including allowing employees in small branches to waive the unpaid break if they wish. A policy is being worked on and will be brought to the Executive Committee in December.

Lynch thanked board members who are going off the board at the end of 2025 for their service to LARL: Durant 9 years of service, Shastri 6 years of service, and Willhite 9 years of service, and Grimsley for returning to the Board for 1 year.

***(Durant/Holecek) Move to approve the LARL Strategic Planning Framework for 2026-2028 as presented. MCU.***

***(Johnson/Holecek) Move to approve Food for Fines, December 1-31, 2025. MCU.***

### **MOORHEAD COMMUNITY CENTER AND LIBRARY REPORT**

Jacobson, Willhite, and Moore toured the facility before the meeting. The building might be ready for occupation as early as February 10, 2026.

Lynch discussed the furnishings that LARL will no longer be needed after moving into the new building. An online auction and estate sale option are being looked at. Lynch will look at a few different options and bring a recommendation to the board.

### **NOMINATION'S COMMITTEE**

Moore discussed that the Nominations Committee approved the following slate of candidates for the LARL Executive Committee for 2026: President – David Ebinger, Vice President – Emily Moore, Treasurer – Steve Jacobson, Member at Large – David Geray, and Member at Large – Terry Kalil.

***(Willhite/Holecek) Move to approve the recommended slate of candidates for the LARL Executive Committee for 2026. MCU.***

(continued on next page)

**Minutes of the November 20, 2025 Full Board Meeting – Page 3**

**BOARD MEMBER REPORTS:**

**Becker County** (Grimsley, Nelson-absent)

No report

**Breckenridge** (Holecek)

No report.

**Clay County** (Ebinger)

No report.

**Clearwater County** (Titera)

No report.

**Crookston** (Briggs-absent)

No report.

**Detroit Lakes** (Wood-absent)

No report.

**City of Mahanomen** (Durant)

No report.

**Mahanomen County** (Geray-absent)

No report.

**Moorhead** (Johnson, Moore, Shastri)

Shastri reported that Moorhead Library usership increased in 2025, included gate count, new customers, computer usage and overall circulation. There were several events which were highly attended.

**Norman County** (Jacobsen)

No report

**Polk County** (Willhite)

The County lost a commissioner to ALS and they are hoping to have an election in the spring.

**Wilkin County** (Braton)

The County is looking at a 12% levy increase.

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

No report.

**Northern Lights Library Network** (Shastri)

NLLN will be donating \$30,000 to the new library/community project in Moorhead. \$15,000 in 2025 and \$15,000 in 2026.

The meeting adjourned at 6:30.

Lake Agassiz Regional Library  
Statement of Revenues & Expenditures  
Actual and Budget  
For the Twelve Months Ending December 31, 2025

100%  
(Not Final)

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Page: 1

**General Fund Revenue**

**Signatory Funding**

	Current Month Actual	Year To Date Actual	Annual Budget	YTD Actual To Annual \$ Variance	YTD Actual To Annual Budget %
Becker County	\$ 0.00	\$ 437,050.00	\$ 437,050.00	0.00	100.00
Detroit Lakes	0.00	252,130.00	252,130.00	0.00	100.00
Clay County	0.00	332,580.00	332,580.00	0.00	100.00
Moorhead	0.00	837,210.00	837,210.00	0.00	100.00
Clearwater County	0.00	117,750.00	117,750.00	0.00	100.00
Mahnomen County	0.00	48,890.00	48,890.00	0.00	100.00
Mahnomen	0.00	24,140.00	24,140.00	0.00	100.00
Norman County	0.00	113,830.00	113,830.00	0.00	100.00
Polk County	0.00	305,640.00	305,640.00	0.00	100.00
Crookston	0.00	241,640.00	241,640.00	0.00	100.00
Wilkin County	0.00	60,690.00	60,690.00	0.00	100.00
Breckenridge	0.00	98,580.00	98,580.00	0.00	100.00

<b>Total Signatory Funding</b>	<b>0.00</b>	<b>2,870,130.00</b>	<b>2,870,130.00</b>	<b>0.00</b>	<b>100.00</b>
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**Grants**

Basic Support - MN (RLBSS)	(80,909.17)	844,377.59	879,663.00	35,285.41	95.99
Reg Library Telecom Aid (RLTA)	18,275.47	176,181.21	161,188.00	(14,993.21)	109.30

<b>Total Grants</b>	<b>(62,633.70)</b>	<b>1,020,558.80</b>	<b>1,040,851.00</b>	<b>20,292.20</b>	<b>98.05</b>
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**Miscellaneous Revenue**

Service Charge Revenue	434.55	5,671.93	6,500.00	828.07	87.26
Printing Revenue	3,231.17	24,428.59	21,000.00	(3,428.59)	116.33
Fax Revenue	434.07	5,196.99	4,500.00	(696.99)	115.49
Microfilm Revenue	2.51	75.14	100.00	24.86	75.14
Photocopy Revenue	1,625.23	11,126.40	9,100.00	(2,026.40)	122.27
Book/Furniture Sale Revenue	983.46	6,409.28	0.00	(6,409.28)	0.00
Interest/Dividend Income	4,618.50	95,896.34	73,000.00	(22,896.34)	131.36
Investment Value Change	(223.90)	16,278.44	0.00	(16,278.44)	0.00
Lost/Damaged Property	538.21	6,828.50	6,000.00	(828.50)	113.81
Other Income	500.00	900.00	0.00	(900.00)	0.00

<b>Total Miscellaneous Revenue</b>	<b>12,143.80</b>	<b>172,811.61</b>	<b>120,200.00</b>	<b>(52,611.61)</b>	<b>143.77</b>
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**Joint Automation Revenue**

Northwest Reg. Lib. Contrib.	0.00	60,000.00	60,000.00	0.00	100.00
MNLink Server Site Payments	0.00	0.00	0.00	0.00	0.00

<b>Total Joint Automation Revenue</b>	<b>0.00</b>	<b>60,000.00</b>	<b>60,000.00</b>	<b>0.00</b>	<b>100.00</b>
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<b>Fund Balance/Shortfall</b>	<b>0.00</b>	<b>0.00</b>	<b>100,007.00</b>	<b>100,007.00</b>	<b>0.00</b>
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<b>Total General Fund Revenue</b>	<b>(50,489.90)</b>	<b>4,123,500.41</b>	<b>4,191,188.00</b>	<b>67,687.59</b>	<b>98.39</b>
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**General Fund Expenditures**

**Personnel Expenses**

Salaries	220,227.19	2,214,763.25	2,280,300.00	65,536.75	97.13
Payroll Taxes	15,671.06	166,912.27	176,300.00	9,387.73	94.68
Retirement - PERA	15,508.02	165,022.91	170,200.00	5,177.09	96.96
Health Insurance	32,670.39	404,400.08	414,050.00	9,649.92	97.67
Unemployment Taxes	0.00	58.76	0.00	(58.76)	0.00
Life Insurance	102.40	1,248.34	1,250.00	1.66	99.87
Workers Compensation Insurance	262.33	3,313.00	3,700.00	387.00	89.54
Other Employee Benefits	121.00	1,452.00	1,700.00	248.00	85.41

<b>Total Personnel</b>	<b>284,562.39</b>	<b>2,957,170.61</b>	<b>3,047,500.00</b>	<b>90,329.39</b>	<b>97.04</b>
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**Automation/Cataloging**

Automation	14,258.12	173,548.26	178,800.00	5,251.74	97.06
Remote Printing	282.41	3,388.92	3,400.00	11.08	99.67
Catalog Item Records	1,212.98	14,259.09	14,000.00	(259.09)	101.85
Supplies - Computer	577.41	6,460.69	5,000.00	(1,460.69)	129.21
Supplies - Technical Services	1,588.74	6,334.33	6,000.00	(334.33)	105.57

<b>Total Automation/Cataloging</b>	<b>17,919.66</b>	<b>203,991.29</b>	<b>207,200.00</b>	<b>3,208.71</b>	<b>98.45</b>
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Lake Agassiz Regional Library  
Statement of Revenues & Expenditures  
Actual and Budget  
For the Twelve Months Ending December 31, 2025

	Current Month Actual	Year To Date Actual	Annual Budget	YTD Actual To Annual \$ Variance	YTD Actual To Annual Budget %
<b>Library Programming</b>					
Programming - Youth/SLE	7,858.92	13,702.16	15,000.00	1,297.84	91.35
Programming - Adult	2,332.47	4,931.98	5,000.00	68.02	98.64
<b>Total Library Programming</b>	<b>10,191.39</b>	<b>18,634.14</b>	<b>20,000.00</b>	<b>1,365.86</b>	<b>93.17</b>
<b>Staff Development</b>					
Staff Training & Development	3,857.00	11,213.84	15,000.00	3,786.16	74.76
<b>Total Staff Development</b>	<b>3,857.00</b>	<b>11,213.84</b>	<b>15,000.00</b>	<b>3,786.16</b>	<b>74.76</b>
<b>Mileage/Board Meeting Expense</b>					
Mileage - Staff	1,364.30	27,191.65	27,100.00	(91.65)	100.34
Regional Board Meetings	0.00	6,546.55	5,800.00	(746.55)	112.87
<b>Total Mileage/Board Meeting Expenses</b>	<b>1,364.30</b>	<b>33,738.20</b>	<b>32,900.00</b>	<b>(838.20)</b>	<b>102.55</b>
<b>Other Expenses</b>					
Accounting/Bank Fees	970.22	18,419.78	18,600.00	180.22	99.03
Attorney Fees	0.00	0.00	1,500.00	1,500.00	0.00
Bus, Office Software/Supplies	0.00	2,116.00	2,000.00	(116.00)	105.80
Delivery Services	6,136.87	52,920.44	60,500.00	7,579.56	87.47
Director's Discretionary	0.00	69.60	2,000.00	1,930.40	3.48
Insurance - General/Property	2,099.33	24,749.00	25,200.00	451.00	98.21
Leases	135.00	26,006.64	26,050.00	43.36	99.83
Maintenance Contracts	3,041.14	18,522.89	15,200.00	(3,322.89)	121.86
Memberships	0.00	1,024.00	1,200.00	176.00	85.33
Minnesota Director's Fund	0.00	2,675.78	2,450.00	(225.78)	109.22
Miscellaneous Expense	0.00	677.38	2,000.00	1,322.62	33.87
PIO: Printing/Advertising	1,897.76	24,242.87	24,350.00	107.13	99.56
Postage	840.78	4,095.77	5,100.00	1,004.23	80.31
Recruitment	0.00	846.09	5,000.00	4,153.91	16.92
Repairs - Equipment	105.00	624.69	2,500.00	1,875.31	24.99
Supplies - Copier/Fax/Microfilm	0.00	569.90	750.00	180.10	75.99
Supplies - Office	802.39	8,396.04	8,500.00	103.96	98.78
Supplies - Public Services	60.33	5,914.66	6,000.00	85.34	98.58
Telephone/Telecom	1,770.85	17,991.72	18,000.00	8.28	99.95
<b>Total Other Operating Expenses</b>	<b>17,859.67</b>	<b>209,863.25</b>	<b>226,900.00</b>	<b>17,036.75</b>	<b>92.49</b>
<b>Regional Library Telecom Aid (RLTA)</b>	<b>18,275.47</b>	<b>176,181.21</b>	<b>161,188.00</b>	<b>(14,993.21)</b>	<b>109.30</b>
<b>Transportation</b>					
Vehicle Expenses	20.25	20.25	1,500.00	1,479.75	1.35
<b>Total Transportation</b>	<b>20.25</b>	<b>20.25</b>	<b>1,500.00</b>	<b>1,479.75</b>	<b>1.35</b>
<b>Materials</b>					
Audio Visual	1,190.66	23,015.27	25,000.00	1,984.73	92.06
Digital	7,199.69	166,344.86	140,000.00	(26,344.86)	118.82
Hoopla Service	0.00	0.00	0.00	0.00	0.00
Online Resources	315.55	3,694.66	3,700.00	5.34	99.86
Periodicals	82.00	20,257.28	23,300.00	3,042.72	86.94
Print	6,761.71	225,583.83	247,000.00	21,416.17	91.33
<b>Total Materials</b>	<b>15,549.61</b>	<b>438,895.90</b>	<b>439,000.00</b>	<b>104.10</b>	<b>99.98</b>
<b>Capital Expenditures</b>					
Furniture & Equipment	0.00	5,223.84	10,000.00	4,776.16	52.24
Software & Hardware Upgrades	19,176.99	22,781.38	30,000.00	7,218.62	75.94
<b>Total Capital Expenditures</b>	<b>19,176.99</b>	<b>28,005.22</b>	<b>40,000.00</b>	<b>11,994.78</b>	<b>70.01</b>
<b>Capital Fund Accounts</b>					
Regional Office FF&E	0.00	0.00	0.00	0.00	0.00
<b>Total Capital Fund Accounts</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total General Fund Expenditures</b>	<b>388,776.73</b>	<b>4,077,713.91</b>	<b>4,191,188.00</b>	<b>113,474.09</b>	<b>97.29</b>
General Fund Revenue Over Expenditures	\$ (439,266.63)	\$ 45,786.50	\$ 0.00	(45,786.50)	0.00



Lake Agassiz Regional Library  
Statement of Revenues & Expenditures  
Actual and Budget  
For the Twelve Months Ending December 31, 2025

	Current Month Actual	Year To Date Actual	Annual Budget	YTD Actual To Annual \$ Variance	YTD Actual To Annual Budget %
<b>SPECIAL PROJECTS</b>					
<b>Special Projects Revenue</b>					
Donations	\$ 9,816.36	\$ 55,197.24	\$ 0.00	(55,197.24)	0.00
Endowment Revenue	0.00	1,820.00	0.00	(1,820.00)	0.00
Gain From Insurance Claim	0.00	8,895.12	0.00	(8,895.12)	0.00
Telecom/E-rate Funds	0.00	25,108.58	0.00	(25,108.58)	0.00
Legacy Grant Revenue	992.00	145,571.60	0.00	(145,571.60)	0.00
Miscellaneous Local Grants	0.00	2,900.00	0.00	(2,900.00)	0.00
<b>Total Special Projects Revenue</b>	<b>10,808.36</b>	<b>239,492.54</b>	<b>0.00</b>	<b>(239,492.54)</b>	<b>0.00</b>
<b>Special Projects Expenditures</b>					
<b>Special Projects Miscellaneous</b>					
Donations - Materials: Print	1,046.45	7,684.29	0.00	(7,684.29)	0.00
Donations - Materials: A/V	0.00	0.00	0.00	0.00	0.00
Donations - Materials: Other	861.49	3,040.62	0.00	(3,040.62)	0.00
Donations - Miscellaneous	804.02	22,957.92	0.00	(22,957.92)	0.00
Donations - Book Truck	0.00	0.00	0.00	0.00	0.00
Legacy Grant Expense	992.00	145,571.60	0.00	(145,571.60)	0.00
Telecom/E-rate Expenses	0.00	25,108.58	0.00	(25,108.58)	0.00
Misc. Local Grant Expense	0.00	2,900.00	0.00	(2,900.00)	0.00
<b>Projects from Designated Funds:</b>					
<b>Total Special Projects Miscellaneous</b>	<b>3,703.96</b>	<b>207,263.01</b>	<b>0.00</b>	<b>(207,263.01)</b>	<b>0.00</b>
<b>Special Projects Capital</b>					
Donations - Furniture & Equip.	3,946.95	8,645.76	0.00	(8,645.76)	0.00
Insurance Claim - Furn & Equip	0.00	9,959.12	0.00	(9,959.12)	0.00
<b>Projects from Designated Funds:</b>					
Desig Funds - Furn & Equipment	0.00	111,553.63	0.00	(111,553.63)	0.00
<b>Total Special Projects Capital</b>	<b>3,946.95</b>	<b>130,158.51</b>	<b>0.00</b>	<b>(130,158.51)</b>	<b>0.00</b>
<b>Total Special Projects Expenditures</b>	<b>7,650.91</b>	<b>337,421.52</b>	<b>0.00</b>	<b>(337,421.52)</b>	<b>0.00</b>
Special Proj Rev Over (Under) Expend	\$ 3,157.45	\$ (97,928.98)	\$ 0.00	97,928.98	0.00
GRAND TOTAL REVENUE	(39,681.54)	4,362,992.95	4,191,188.00	(171,804.95)	104.10
GRAND TOTAL EXPENDITURES	396,427.64	4,415,135.43	4,191,188.00	(223,947.43)	105.34
CHANGE IN FUND BALANCE	\$ (436,109.18)	\$ (52,142.48)	\$ 0.00	52,142.48	0.00

**Lake Agassiz Regional Library  
Statement of Financial Position  
December 31, 2025**

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		<u>Current Month</u>	<u>Prior Month</u>	<u>Month Net Change</u>	<u>Prior Year Final</u>	<u>YTD Net Change</u>
<b>ASSETS</b>						
Cash - Checking (Bell Bank)	\$	51,263.13	54,626.87	(3,363.74)	57,290.51	(6,027.38)
Cash - Payroll (Bell Bank)		7,040.80	7,347.43	(306.63)	7,443.15	(402.35)
Cash - Savings (Bell Bank)		946,658.47	1,245,541.56	(298,883.09)	1,165,012.85	(218,354.38)
Petty Cash		560.00	560.00	0.00	560.00	0.00
Investment Account		1,647,950.18	1,644,986.70	2,963.48	1,568,110.60	79,839.58
Accounts Receivable		0.00	10.00	(10.00)	0.00	0.00
Prepaid Expenses		24,302.43	31,168.94	(6,866.51)	30,986.40	(6,683.97)
Leased Assets		40,744.43	40,744.43	0.00	40,744.43	0.00
Accum Amort - Leased Assets		(26,004.85)	(25,882.39)	(122.46)	(3,229.17)	(22,775.68)
Subscription Assets		83,001.65	83,001.65	0.00	83,001.65	0.00
Accum Amort - Subscription		(27,570.94)	(27,570.94)	0.00	(23,163.10)	(4,407.84)
Vehicles		13,867.00	13,867.00	0.00	13,867.00	0.00
Accum Depr - Vehicles		(8,584.16)	(8,584.16)	0.00	(8,584.16)	0.00
Equipment and Fixtures		337,411.56	337,411.56	0.00	337,411.56	0.00
Accum Depr - Equip & Fixtures		(246,577.05)	(246,577.05)	0.00	(246,577.05)	0.00
Equipment & Fixtures - Donated		170,799.40	170,799.40	0.00	170,799.40	0.00
Accum Depr - Donated Equip		(149,106.04)	(149,106.04)	0.00	(149,106.04)	0.00
Endowment Funds		118,643.47	118,643.47	0.00	111,762.37	6,881.10
Amount Provided - LTD		312,540.76	303,978.24	8,562.52	333,084.34	(20,543.58)
Total Assets	\$	<u>3,296,940.24</u>	<u>3,594,966.67</u>	<u>(298,026.43)</u>	<u>3,489,414.74</u>	<u>(192,474.50)</u>
<b>LIABILITIES</b>						
Accounts Payable	\$	43,195.08	30,222.05	12,973.03	85,184.51	(41,989.43)
Credit Card Payable		12,455.18	6,100.61	6,354.57	109.00	12,346.18
Accrued Salaries Payable		105,125.82	93,201.96	11,923.86	93,201.96	11,923.86
Accrued Severance Payable		28,612.95	24,580.22	4,032.73	24,580.22	4,032.73
Accrued Sick/ESST Payable		185,469.11	185,469.11	0.00	185,469.11	0.00
Accrued Vacation Payable		48,717.50	44,066.67	4,650.83	44,066.67	4,650.83
Payroll Tax Payable - ND		0.00	248.00	(248.00)	0.00	0.00
Dental Insurance Payable		0.00	(1,319.85)	1,319.85	0.00	0.00
Vision Insurance Payable		0.00	(231.52)	231.52	0.00	0.00
AFLAC Payable		0.00	222.52	(222.52)	0.00	0.00
Flexible Spending - Medical		660.41	151.33	509.08	299.60	360.81
Sales Tax Payable		1,097.00	613.19	483.81	695.00	402.00
Deferred Revenue		299,294.31	202,976.82	96,317.49	374,942.65	(75,648.34)
Lease Liability		12,659.07	12,780.11	(121.04)	37,596.50	(24,937.43)
Subscription Liability		37,082.13	37,082.13	0.00	41,371.84	(4,289.71)
Total Liabilities		<u>774,368.56</u>	<u>636,163.35</u>	<u>138,205.21</u>	<u>887,517.06</u>	<u>(113,148.50)</u>
<b>FUND BALANCES</b>						
Fund Balance - Unreserved		193,026.67	193,026.67	0.00	6,950.84	186,075.83
Fund Bal - Operating Reserve		1,386,000.00	1,386,000.00	0.00	1,386,000.00	0.00
Fund Bal - Employee Severance		29,000.00	29,000.00	0.00	29,000.00	0.00
Fund Bal - Unemployment Comp.		57,000.00	57,000.00	0.00	57,000.00	0.00
Fund Bal - Vehicle Replacement		40,000.00	40,000.00	0.00	40,000.00	0.00
Fund Bal - Technology Upgrade		50,000.00	50,000.00	0.00	50,000.00	0.00
Fund Bal - Furn. & Equipment		175,000.00	175,000.00	0.00	175,000.00	0.00
Fund Bal - Special Projects		20,000.00	20,000.00	0.00	20,000.00	0.00
Fund Bal - Copiers, Printers		10,000.00	10,000.00	0.00	10,000.00	0.00
Fund Bal - Prof Recruitment		5,000.00	5,000.00	0.00	5,000.00	0.00
Fund Bal - Library Materials		30,000.00	30,000.00	0.00	30,000.00	0.00
Fund Bal - Consultant Study		10,000.00	10,000.00	0.00	10,000.00	0.00
Fund Bal - Outreach Services		20,000.00	20,000.00	0.00	20,000.00	0.00
Fund Bal - Brnch Improvement		75,000.00	75,000.00	0.00	75,000.00	0.00
Fund Bal - Staff Development		20,000.00	20,000.00	0.00	20,000.00	0.00
Fund Bal - Joint Automation		72,000.00	72,000.00	0.00	72,000.00	0.00
Investment in Gen. Fixed Asset		117,810.71	117,810.71	0.00	117,810.71	0.00
Reserve for Leases		14,739.58	14,862.04	(122.46)	37,515.26	(22,775.68)
Reserve for Subscriptions		55,430.71	55,430.71	0.00	59,838.55	(4,407.84)
Reserve for Donations		82,944.12	82,944.12	0.00	82,944.12	0.00
Reserve for Endowments		111,762.37	111,762.37	0.00	111,762.37	0.00
Change in Fund Balance		(52,142.48)	383,966.70	(436,109.18)	186,075.83	(238,218.31)
Total Fund Balances		<u>2,522,571.68</u>	<u>2,958,803.32</u>	<u>(436,231.64)</u>	<u>2,601,897.68</u>	<u>(79,326.00)</u>
Total Liabilities & Fund Bal.	\$	<u>3,296,940.24</u>	<u>3,594,966.67</u>	<u>(298,026.43)</u>	<u>3,489,414.74</u>	<u>(192,474.50)</u>

## Job Class Data Entry Verification List

Case: 2026 DATA

Lake Agassiz Regional Library

LGID: 125

Job Nbr	Class Title	Nbr Males	Nbr Females	Non- Binary	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pay
1	Library Assistant	3	10		F	135	2511.00	2797.00	6.00		Longevity
2	Library Associate	0	25		F	220	3086.00	4095.00	0.00	24.00	Longevity
5	Computer Tech	1	0		M	230	3128.00	3674.00	0.00	6.00	Longevity
3	Business Office Associate	0	1		F	235	3128.00	3674.00	0.00	15.00	Longevity
18	Marketing & Program Coord.	0	1		F	250	3613.00	4237.00	0.00	2.00	
20	Youth Services Coordinator	0	1		F	275	3613.00	4237.00	0.00	1.00	
6	Library Associate II	0	3		F	275	3617.00	4242.00	0.00	6.00	Longevity
7	Marketing Director	0	1		F	300	4667.00	5467.00	0.00	10.00	Longevity
8	Public Service Supervisor	0	1		F	300	4258.00	4983.00	0.00	6.00	Longevity
19	Adult Services Supervisor	0	1		F	300	4258.00	4983.00	0.00	1.00	
12	IT Director	1	0		M	330	5945.00	6942.00	0.00	21.00	Longevity
13	Automation Coordinator	0	1		F	330	3950.00	4625.00	0.00	22.00	Longevity
14	Hub Supervisor	0	3		F	330	5883.00	6883.00	0.00	12.00	Longevity
15	Collection Development Librari	0	1		F	330	4742.00	5558.00	0.00	12.00	Longevity
17	Director of Finance and HR	1	0		M	350	7225.00	8433.00	0.00	16.00	Longevity
16	Regional Library Director	0	1		F	600	8433.00	9837.00	0.00	12.00	Longevity

**Job Number Count: 16**

## Compliance Report

Jurisdiction: Lake Agassiz Regional Library  
118 - 5th Street S.

Report Year: 2026  
Case: 1 - 2026 DATA (Private (Jur  
Only))

Moorhead, MN 56560

Contact: Jamie Sprynczynatyk

Phone: (218) 233-3757

E-Mail: [spryj@gsuite.larl.org](mailto:spryj@gsuite.larl.org)

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

### I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	3	13	0	16
# Employees	3	53	0	56
Avg. Max Monthly Pay per employee	6349.67	4145.51		4263.59

### II. STATISTICAL ANALYSIS TEST

#### A. Underpayment Ratio = 0 \*

	Male Classes	Female Classes
a. # At or above Predicted Pay	3	13
b. # Below Predicted Pay	0	0
c. TOTAL	3	13
d. % Below Predicted Pay (b divided by c = d)	0.00	0.00

\*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

#### B. T-test Results

Degrees of Freedom (DF) = 54	Value of T = 0.000
------------------------------	--------------------

a. Avg. diff. in pay from predicted pay for male jobs = 0

b. Avg. diff. in pay from predicted pay for female jobs = 0

### III. SALARY RANGE TEST = 0.00 (Result is A divided by B)

A. Avg. # of years to max salary for male jobs = 0.00

B. Avg. # of years to max salary for female jobs = 6.00

### IV. EXCEPTIONAL SERVICE PAY TEST = 76.92 (Result is B divided by A)

A. % of male classes receiving ESP = 100.00 \*

B. % of female classes receiving ESP = 76.92

\*(If 20% or less, test result will be 0.00)

**LAKE AGASSIZ REGIONAL LIBRARY**  
**2026**  
**DRAFT FINAL BUDGET**  
**WITH COMPARISON TO PRELIMINARY BUDGET AND 2024 BUDGET**

<b>CATEGORY</b>	<b>2025 Budget</b>	<b>2026 Prelim Budget (June 2025)</b>	<b>2026 Budget</b>	<b>Change from 2026 Prelim to 2026 Final</b>		<b>Change from 2025 Final to 2026 Final</b>	
Personnel	3,047,500	3,230,250	3,241,100	10,850	0.3%	193,600	6.0%
Library Materials	439,000	443,390	443,390	-	0.0%	4,390	1.0%
Automation/Cataloging	207,200	216,450	213,400	(3,050)	-1.4%	6,200	2.9%
Programming & Staff Develop.	35,000	35,000	35,000	-	0.0%	-	0.0%
Mileage & Board Meetings	32,900	32,900	33,800	900	2.7%	900	2.7%
Regional Library Telecom Aid	161,188	161,188	147,687	(13,501)	-8.4%	(13,501)	-9.1%
Other Operating Expenses	226,900	243,494	257,050	13,556	5.6%	30,150	11.7%
Vehicle Expenses	1,500	1,500	1,500	-	0.0%	-	0.0%
Capital Expenses	40,000	40,000	40,000	-	0.0%	-	0.0%
<b>Total Budget</b>	<b>4,191,188</b>	<b>4,404,172</b>	<b>4,412,927</b>	<b>8,755</b>	<b>0.2%</b>	<b>221,739</b>	<b>5.0%</b>

**LAKE AGASSIZ REGIONAL LIBRARY**  
**2026**  
**DRAFT FINAL BUDGET**

<b>REVENUE</b>	<b>2025 Budget</b>	<b>2025 Prelim Budget (June 2025)</b>	<b>2025 Final</b>	<b>Change from 2025 Prelim to 2025 Final</b>		<b>Change from 2024 Final to 2025 Final</b>	
Becker County	437,050	477,840	477,840				
Detroit Lakes	252,130	271,670	271,670				
Clay County	332,580	362,690	362,690				
Moorhead	837,210	908,300	908,300				
Clearwater County	117,750	127,910	127,910				
Mahnomen County	48,890	53,320	53,320				
Mahnomen	24,140	25,470	25,470				
Norman County	113,830	125,450	125,450				
Polk County	305,640	334,230	334,230				
Crookston	241,640	256,380	256,380				
Wilkin County	60,690	65,270	65,270				
Breckenridge	98,580	103,700	103,700				
<b>SUB-TOTAL</b>	<b>2,870,130</b>	<b>3,112,230</b>	<b>3,112,230</b>	<b>-</b>	<b>0.0%</b>	<b>242,100</b>	<b>8.4%</b>
<b>GRANTS</b>							
State Basic Support	879,663	809,091	809,092				
Regional Library Telecom Aid	161,188	161,188	147,687				
<b>TOTAL GRANTS</b>	<b>1,040,851</b>	<b>970,279</b>	<b>956,779</b>	<b>(13,500)</b>	<b>-1.4%</b>	<b>(84,072)</b>	<b>-8.1%</b>
<b>OTHER REVENUE</b>							
Miscellaneous	120,200	121,900	132,100				
Joint Automation	60,000	63,190	62,000				
Fund Balance/Shortfall	100,007	136,573	149,818				
<b>TOTAL OTHER REVENUE</b>	<b>280,207</b>	<b>321,663</b>	<b>343,918</b>	<b>22,255</b>	<b>6.9%</b>	<b>63,711</b>	<b>22.7%</b>
<b>TOTAL REVENUE</b>	<b>4,191,188</b>	<b>4,404,172</b>	<b>4,412,927</b>	<b>8,755</b>	<b>0.2%</b>	<b>221,739</b>	<b>5.3%</b>
<b>EXPENDITURES</b>							
Operating	4,151,188	4,364,172	4,372,927				
Capital	40,000	40,000	40,000				
<b>TOTAL EXPENDITURES</b>	<b>4,191,188</b>	<b>4,404,172</b>	<b>4,412,927</b>	<b>8,755</b>	<b>0.2%</b>	<b>221,739</b>	<b>5.3%</b>

## LAKE AGASSIZ REGIONAL LIBRARY 2026 Designated Fund Balances

Approved: \_\_\_\_\_

<u>Designated Fund</u>	<u>12/31/2024 Balance</u>	<u>12/31/2025 Balance</u>	<u>Management Recommendation</u>
3075 Branch Improvements	75,000	75,000	
3030 RO Furniture, Paint, & Equipment	60,000	60,000	
RO Furniture, Paint & Equipment saved 2024	49,000	3,446	
Additional funds approved by LARL Board May 2024	66,000	-	
Total approved for office furnishing new Moorhead building	<u>250,000</u>	<u>138,446</u>	138,446
3065 Consultant Study	8,700	10,000	10,000
3010 Employee Severance	30,000	29,000	30,000
3087 Health Insurance	22,000	-	13,500
3090 Joint Automation Project - LARL & NWRL	81,000	72,000	77,500
3060 Library Materials	30,000	30,000	30,000
3072 Outreach Services	20,000	20,000	20,000
3005 Operating Reserve (33%)	1,321,000	1,386,000	1,457,000
3040 Photocopiers/Printers/Scanners	10,000	10,000	10,000
3050 Professional Recruitment	5,000	5,000	5,000
3035 Special Projects	20,000	20,000	20,000
3080 Staff Development	20,000	20,000	20,000
3025 Technology Upgrades	50,000	50,000	50,000
3015 Unemployment Compensation	53,000	57,000	59,500
3020 Vehicle Replacement	40,000	40,000	40,000
<b>TOTALS</b>	<b><u>\$2,210,700</u></b>	<b><u>\$1,887,446</u></b>	<b><u>\$1,980,946</u></b>



**Monthly Report to the Board**  
**January 15, 2026**  
**Submitted by Liz Lynch, Executive Director**

**Director's Meetings**

**November:** CPR/AED Training, 12; Giving Hearts Day Planning, 12; Coordinating Team Meeting, 19; LARL Full Board, 20; Webinar, 21

**December:** Rigels, 3; CRPLSA online, 4; MLA Legislative Committee and Update, 5; The Loop: Keys, 5; Fertile Site Visit, 8; The Loop: Fettes Movers, 9; Interviews, 9 & 10; AI Training Planning, 10; The Loop & Spark Center Updates, 11; MLA Ebook Legislation, 12; The Loop: movers, 16; Coordinating Team, 17; LARL Executive Committee, 18

**January:** State of the Cities, 8; The Loop: Cameras, 9

**LARL Staffing**

**Welcome:**

Welcome to **Dominique Speer**, LARL Systems Technician who began working in the Regional Office on December 30, 2025. And, welcome to **Ryan Sole**, Bagley Substitute.

**LARL Staff Openings:**

- Library Assistants and Associates for Sundays in Moorhead (5 hours per week)
- Barnesville Branch Librarian (30 hours per week)
- Frazee LINK Site Coordinator (7-10 hours per week)
- Mahnomen Library Substitute

**LARL News**

**Food For Fines:**

55 LARL customers participated in the Food for Fines program in December of 2025, collecting over 400 donated nonperishable food items for local food banks. This amount was down significantly from previous Food for Fines years.

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### **Library Use in 2025:**

- Overall circulation of library materials was up by 1%, with a total circulation (print and digital) of 777,219 items. 491,133 physical items were checked out in 2025, which is a 2% decrease from 2024.
- Digital circulation in OverDrive eBooks, eAudiobooks, and eMagazines were up 7% over the previous year with circulation of 286,086.
- Public computer use was up by 3% over the previous year. Total computer-use for the 13 libraries = 36,702 sessions.
- LARL experienced an increase in "New Customers" in 2025. 4,997 individuals signed up for library cards across the region.
- As of November 2025, 1,868 programs were offered across the region with 35,282 individuals in attendance – an 11% increase over 2024!

### **Hot Reads for Cold Nights:**

LARL is currently hosting the annual winter reading program for adults, *Hot Reads for Cold Nights*. Library customers are encouraged to track the number of books read during the months of January and February for a chance to win prizes.

### **The Loop: Moorhead Public Library and Regional Office:**

The Loop, which will house the Moorhead Public Library and the LARL Headquarters is slated to receive its Letter of Occupancy on February 10th. If this occurs, the plan is to move the Regional Office the week of February 17th, get settled, and then move the Moorhead Public Library the week of the 23rd. We will be working with Fettes Moving Company.

The Regional Office move should only interrupt service to the rest of the region for a minimal amount of time (two or three days). Moving the Moorhead Public Library collection will take about a week, with at least two additional weeks to get settled.

I would like to thank the Friends of the Moorhead Public Library for their hard work and dedication to raising funds for this project. Their funds have purchased new appliances and furnishings for the joint breakroom, in addition to providing funds for the moving costs. Their efforts are deeply appreciated.

### **Upcoming Dates:**

- Executive Committee Meeting (as needed): February 19th at 5:30 p.m.
- LARL Full Board Meeting: March 26, 2026 (Audit Report)
- Ribbon Cutting and Grand Opening of The Loop: April 18th at 10:00 a.m.

<b>Donations July 1 - December 31, 2025</b>	<b>Amount</b>	<b>Date</b>
<b>Fund: Ada Public Library</b>		
Deborah Mickelson	500.00	11/17/2025
Prairie Dental Centers	25.00	8/29/2025
Robert Bohlender	100.00	12/15/2025
Rudolph and Katherine Suda	50.00	9/5/2025
West Central Initiative - Hildred Shelland Long Trust	554.34	12/16/2025
<b>Fund: Bagley Public Library</b>		
Bob & Becky Agnew	50.00	7/1/2025
Lavida and Dennis Wiens	50.00	9/8/2025
<b>Fund: Barnesville Public Library</b>		
Anonymous Anonymous	20.00	9/5/2025
Chuck Sheeley (Reoccurring Donations)	105.00	12/15/2025
Lion's Club Barnesville	100.00	9/18/2025
Margaret and Timothy Thompson	20.00	9/5/2025
<b>Fund: Books, Movies and More (Print and Digital)</b>		
Anonymous Anonymous	5000.00	12/30/2025
Corinne Stefanson	600.00	12/10/2025
Crookston Pet Clinic	100.00	8/22/2025
Dale Larsen	62.40	7/25/2025
Friends of the Moorhead Library	1000.00	11/18/2025
Greg Key	20.80	12/6/2025
Janet Traaseth	100.00	10/30/2025
Jeanine Brand	50.00	11/26/2025
Judith Treichel	10.00	8/12/2025
Marietta Keenan	100.00	8/12/2025
Anonymous	300.00	12/30/2025
Mickelson Body Shop	250.00	12/11/2025
Moorhead Vikingland Kiwanis	100.00	12/20/2025
Sandra Ruud	200.00	12/22/2025
Susan Clambey	25.00	8/12/2025
Terry Kalil (Page Turner)	468.00	12/26/2025
<b>Fund: Breckenridge Public Library</b>		
Breckenridge Fire Department	300.00	9/9/2025
Carol Helgeson	20.00	8/14/2025
Julie Heyen	25.00	8/13/2025
<b>Fund: Crookston Public Library</b>		
American Crystal Sugar Company	100.00	10/20/2025
Bev Erdmann	100.00	11/3/2025
Christian Brothers Ford Inc.	100.00	8/29/2025
Denny and Carol Chappuis	20.00	9/5/2025
Friends of the Crookston Library	307.86	10/20/2025
Gary and Lynn Willhite	100.00	8/29/2025
Joann Westburg	25.00	8/13/2025
Joyce Rock	100.00	8/13/2025
Megan Tweet (Page Turner)	25.00	12/4/2025
Patricia Grothe	500.00	12/22/2025
Rosemary Johnsen	130.00	7/27/2025
Tricia Sanders	100.00	8/12/2025
<b>Fund: Detroit Lakes Public Library</b>		
Becker County DFL	50.00	12/15/2025
Becker County Friends of the Library	5360.52	9/10/2025
BrendaBee Bouton	150.00	11/17/2025
Carol Nustad	104.00	9/12/2025
Damien Society	300.00	12/15/2025
David and Maureen Karsnia	150.00	9/11/2025
Dorothy Poffenberger	100.00	11/17/2025
Grand Central Inc DBA	542.59	12/16/2025
Jodi Wilder	104.00	10/13/2025
John & Connie Wood	500.00	9/25/2025
Kenneth and Carolyn Ann Shroyer	50.00	11/26/2025
Kiwanis Kares	336.00	12/18/2025
La Vonne Carpenter	200.00	10/20/2025
Lane Riordan	200.00	12/12/2025
Anonymous	164.00	11/17/2025
Pamela Newsom	150.00	10/20/2025
Rhoda Hooper	200.00	7/21/2025
Richard and Kathleen Michaelson	25.00	11/17/2025
West Central Initiative - Hildred Shelland Long Trust	554.34	12/15/2025
<b>Fund: Fertile Public Library</b>		
Cheryl Reitmeier	500.00	9/18/2025
Fertile Community Club	49.99	12/26/2025

Donations continued on next page.

Donations July 1 - December 31, 2025	Amount	Date
Jim and Eileen Smeby	130.00	12/12/2025
Norma Erickson	25.00	8/12/2025
Opdahl's Donuts	100.00	8/12/2025
<b>Fund: Frazee LINK Site</b>		
Frazee Lions Club	250.00	10/20/2025
Nancy Brennan	100.00	8/12/2025
Virginia Susan McCamant	15.00	11/17/2025
<b>Fund: Halstad LINK Site</b>		
Amber Oien	50.00	8/22/2025
Maradee Lee	25.00	8/4/2025
<b>Fund: Lake Agassiz Regional Library</b>		
Anonymous Donations	1415.00	12/12/2025
Anne Nash	26.00	7/31/2025
Cady Rutter (Page Turner)	32.94	12/26/2025
Fred and Heidi Heilman (Page Turner)	64.00	12/26/2025
Geri Cody	25.00	9/2/2025
John & Connie Wood	500.00	8/14/2025
John Rowell and Claudia Murphy	250.00	12/8/2025
Judy Larson	100.00	8/12/2025
KATHY KALIL	104.00	12/27/2025
Marlys Douglas	30.00	9/24/2025
Michael and Linda Sand (Page Turner)	64.00	9/26/2025
Michele Cassidy	10.00	8/12/2025
Sharyl Ogard (Page Turner)	64.00	12/26/2025
Sharon Williams (Page Turner)	75.00	12/26/2025
Shelly Carlson	110.00	12/26/2025
Steve and Christy Jacobson	100.00	8/20/2025
Steve Schoeneck	50.00	12/26/2025
Timothy Steeves (Page Turner)	60.00	12/26/2025
Wayne and Jeanne Ingersoll	10.00	8/12/2025
<b>Fund: Mahnomen Public Library</b>		
Affinity Plus Credit Union	250.00	10/27/2025
Anonymous	500.00	12/22/2025
Susan Kochmann	25.00	12/10/2025
United Valley Bank	125.00	8/29/2025
<b>Fund: Moorhead Public Library</b>		
Abby Boggs-Johnson	52.00	7/24/2025
Anonymous Donations	22.00	8/29/2025
Ardis Erickson	208.00	7/19/2025
Betty Peterson	100.00	7/30/2025
BrendaBee Bouton	150.00	11/17/2025
David Ferreira	26.00	8/1/2025
Deborah Janzen	104.00	7/30/2025
Denise Bakkum	25.00	11/3/2025
FM Area Foundation - Phelps/Rocha Fund	75.00	12/26/2025
Friends of the Moorhead Library	3946.95	12/30/2025
Kelly Wambach	25.00	12/26/2025
Linda Slagter	41.60	11/19/2025
Lindsey Cox-McQueen	10.40	12/25/2025
Pamela O'Leary	40.00	9/22/2025
FM Area Foundation - Phelps/Rocha Fund	75.00	10/20/2025
Kathleen Nelson	1000.00	9/24/2025
<b>Fund: Twin Valley LINK Site</b>		
Prairie Dental Centers	25.00	8/29/2025
<b>Total Donations</b>	<b>\$ 32,314.73</b>	
(Page Turners = Reoccurring Monthly Donations)		

End of Report



# Lake Agassiz Regional Library

## LARL BOARD OF TRUSTEES 2026 MEETING SCHEDULE DRAFT

All meetings are held on the 3rd Thursday of the month at 5:30 p.m., unless indicated otherwise.

Month/Date	Group	Location	Special Topic
January 15	Finance & Full Board	Finance meets at 5:00 Full Board meets at 5:30	Adopt 2026 Final Budget
February 19	Executive	Moorhead @ 5:30	
March 26 (one week later)	Full Board	Moorhead @ 5:30	Audit Report
April 16	Executive/ Finance	Moorhead @ 5:30	Draft 1/ 2027 Preliminary Budget
May 21	Full Board	Moorhead @ 5:30	Draft 2/ 2027 Preliminary Budget Review
June 18	Finance & Full Board	Moorhead Finance meets at 5:00 Full Board meets at 5:30	Adopt 2027 Preliminary Budget
July 16	Executive	Moorhead @ 5:30	
August 20	Executive	Moorhead @ 5:30	
September 17	Full Board	Moorhead @ 5:30	
October 15	Executive	Moorhead @ 5:30	
November 19	Full Board	Moorhead @ 5:30	Elections
December 17	Executive	Moorhead @ 5:30	



## LARL BOARD OF TRUSTEES 2026 COMMITTEE ASSIGNMENTS

Presented 01/15/2026 by Chair Ebinger

DRAFT

Signatory	Executive	Finance	Personnel	Nominations	Northern Lights Library Network (NLLN)
Becker County	Kalil	Nelson	*Kalil		Kalil
Breckenridge			Holecek		
Clay County	P-Ebinger	**Ebinger	**Ebinger	**Ebinger	
Clearwater County				Titera	
Crookston		Briggs		McArthur	
Detroit Lakes			Wood		
Mahnomen					
Mahnomen County	Geray				
Moorhead	VP - Moore	Moore	Johnson	*Moore	Moorhead
Norman County	T-Jacobson	*Jacobson			
Polk County				Reese	
Wilkin County				Braton	

P=President, VP=Vice-President, TR=Treasurer

\*Chairperson

\*\*President, *ex-officio* member of all Standing Committees

<sup>1</sup>Staff Members - Regional Library Director and/or designated staff

M: Board of Trustees/Committee Assignments/2026

**Lake Agassiz Regional Library**  
**Check Register**  
**For the Period From Dec 1, 2025 to Dec 31, 2025**

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
eft-12/01/25-1	12/1/25	Lakes Country Service Cooperative	1000-000	31,927.32
eft-01/06/26-2	12/1/25	Amazon Capital Services	1000-000	14,139.12
	12/2/25	Apple Store	2010-000	0.99
eft-12/2/25-1	12/2/25	Attendance On Demand	1000-000	258.00
cc-12/02/25-1	12/2/25	SR Fax	2010-000	29.75
cc-12/02/25-2	12/2/25	US Postal Service	2010-000	162.00
cc-12/02/25-3	12/2/25	US Postal Service	2010-000	78.00
cc-12/2/25-1	12/2/25	Flowroute.com	2010-000	512.82
CC-12/2/25-1	12/2/25	Homeless Training Institute	2010-000	999.00
eft-12/03/25-1	12/3/25	Arvig	1000-000	95.40
eft-12/03/25-2	12/3/25	Arvig	1000-000	96.54
eft-12/03/25-3	12/3/25	Arvig	1000-000	49.91
eft-12/03/25-4	12/3/25	Arvig	1000-000	115.77
eft-12/03/25-5	12/3/25	Arvig	1000-000	102.98
eft-12/03/25-6	12/3/25	Amazon Capital Services	1000-000	19,022.97
73194	12/3/25	Alliance Courier	1000-000	1,903.86
73195	12/3/25	Selina L Bjorlie	1000-000	605.46
73196	12/3/25	Black Stone Publishing	1000-000	53.78
73197	12/3/25	Christine Boike	1000-000	160.30
73198	12/3/25	Sheila Capistran	1000-000	24.15
73199	12/3/25	Tory Christie	1000-000	806.36
73200	12/3/25	Coast To Coast Computer Products	1000-000	399.94
73201	12/3/25	Meaghan Cronin	1000-000	5.60
73202	12/3/25	East Central Regional Library	1000-000	12.88
73203	12/3/25	Caese Haroldson	1000-000	62.30
73204	12/3/25	Jodi Harrington	1000-000	63.70
73205	12/3/25	Innovative Office Solutions, LLC	1000-000	307.30
73206	12/3/25	Megan Krueger	1000-000	89.60
73207	12/3/25	Alyssa Manteufel	1000-000	48.30
73208	12/3/25	Krissa McGraw	1000-000	24.50
73209	12/3/25	ODP Business Solutions, LLC	1000-000	324.99
73210	12/3/25	Overdrive, Inc.	1000-000	5,142.67
73210a	12/3/25	VOID	1000-000	

**Lake Agassiz Regional Library**  
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Check #	Date	Payee	Cash Account	Amount
73211	12/3/25	Pioneerland Library System	1000-000	38.00
73212	12/3/25	Propel DL	1000-000	50.00
73213	12/3/25	Vivid Printing	1000-000	81.00
eft-12/3/25-1	12/3/25	Lake Agassiz Regional Library	1010-000	25,000.00
73166	12/5/25	DVS Renewal	1000-000	20.25
cc-12/05/25-1	12/5/25	Uprinting.com	2010-000	111.43
eft-12/07/25-1	12/7/25	Pitney Bowes Purchase Power	1000-000	300.00
eft-12/07/25-2	12/7/25	Cardmember Service	1000-000	4,020.14
cc-12/08/25-1	12/8/25	Sticker Mule, LLC	2010-000	334.50
73214	12/10/25	Black Stone Publishing	1000-000	550.00
73215	12/10/25	ByteSpeed, LLC	1000-000	3,327.30
73216	12/10/25	Meaghan Cronin	1000-000	6.30
73217	12/10/25	Jodi Harrington	1000-000	139.35
73218	12/10/25	Megan Krueger	1000-000	31.15
73219	12/10/25	Brenda Labine	1000-000	112.25
73220	12/10/25	Liz Lynch	1000-000	95.90
73221	12/10/25	Heidi Moore	1000-000	24.15
73222	12/10/25	Amy Nelson	1000-000	16.80
73223	12/10/25	ODP Business Solutions, LLC	1000-000	24.65
73224	12/10/25	Asha Osborn	1000-000	60.00
73225	12/10/25	Overdrive, Inc.	1000-000	3,740.39
73226	12/10/25	Christy Underlee	1000-000	23.45
cc-12/10/25-1	12/10/25	Ting	2010-000	17.73
cc-12/11/25-1	12/11/25	Red River Communications	2010-000	46.40
cc-12/11/25-2	12/11/25	Deluxe	2010-000	97.18
cc-12/11/25-3	12/11/25	Mobile Beacon	2010-000	198.00
cc-12/11/25-4	12/11/25	Mobile Beacon	2010-000	330.00
cc-12/11/25-5	12/11/25	Mobile Beacon	2010-000	66.00
cc-12/11/25-6	12/11/25	Mobile Beacon	2010-000	132.00
cc-12/11/25-7	12/11/25	Mobile Beacon	2010-000	66.00
eft-12/12/25-1	12/12/25	BPAS (VEBA contributions)	1000-000	2,379.60
eft-12/12/25-2	12/12/25	WEX - HSA Contributions	1000-000	633.19
eft-12/12/25-3	12/12/25	WEX - HSA Contributions	1000-000	1,342.40

**Lake Agassiz Regional Library**  
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Check #	Date	Payee	Cash Account	Amount
cc-12/12/25-1	12/12/25	4imprint, Inc.	2010-000	343.49
eft-12/12/25-1	12/12/25	Lake Agassiz Regional Library	1010-000	150,000.00
eft-12/12/25-5	12/12/25	Lake Agassiz Regional Library	1000-000	90,000.00
eft-12/14/25-1	12/14/25	Allstream	1000-000	176.46
eft-12/15/25-1	12/15/25	AFLAC	1000-000	259.12
eft-12/15/25-2	12/15/25	Garden Valley Telephone Company	1000-000	46.69
cc-12/15/25-1	12/15/25	Halstad Telephone Company	2010-000	36.22
cc-12/15/25-2	12/15/25	Halstad Telephone Company	2010-000	75.16
cc-12/15/25-3	12/15/25	Rothsay Telephone	2010-000	72.15
eft-12/15/25-3	12/15/25	Federal Income Tax deposit	1000-000	26,391.34
eft-12/15/25-4	12/15/25	Minnesota State Income Tax	1000-000	2,174.00
eft-12/15/25-5	12/15/25	Payroll Professionals, Inc.	1000-000	189.00
eft-12/15/25-6	12/15/25	ING (Deferred Compensation)	1000-000	1,936.63
cc-12/15/25-4	12/15/25	Best Business Strategies	2010-000	441.91
eft-12/15/25-7	12/15/25	Public Employees Retirement Association	1000-000	12,936.42
eft-12/15/25-8	12/15/25	Public Employees Retirement Association	1000-000	3,760.95
eft-12/15/25-9	12/15/25	LARL Payroll	1005-000	88,089.31
cc-12/16/25-1	12/16/25	Veavor	2010-000	515.47
73227	12/17/25	Alliance Courier	1000-000	2,115.40
73228	12/17/25	Black Stone Publishing	1000-000	557.92
73229	12/17/25	Jodi Harrington	1000-000	63.70
73230	12/17/25	Janette Hill Art LLC	1000-000	1,050.00
73231	12/17/25	Alyssa Manteufel	1000-000	24.15
73232	12/17/25	MN Counties Intergovernmental Trust	1000-000	120.00
73233	12/17/25	Overdrive, Inc.	1000-000	1,683.87
73234	12/17/25	Roberta Schake	1000-000	90.30
73235	12/17/25	Philip Spooner	1000-000	114.10
73236	12/17/25	Christy Underlee	1000-000	128.80
cc-12/17/25-1	12/17/25	Imprint.com	2010-000	277.99
cc-12/17/25-2	12/17/25	Azar Displays	2010-000	166.46
cc-12/18/25-1	12/18/25	CliftonLarsonAllen	2010-000	140.00
cc-12/18/25-2	12/18/25	Netgate	2010-000	3,355.05
cc-12/18/25-3	12/18/25	Newegg Business Inc.	2010-000	839.97



**Lake Agassiz Regional Library**  
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Check #	Date	Payee	Cash Account	Amount
eft-12/19/25-1	12/19/25	Pitney Bowes	1000-000	135.00
eft-12/19/25-2	12/19/25	Mutual of Omaha	1000-000	109.20
cc-12/19/25-1	12/19/25	Bitwarden Inc	2010-000	432.00
cc-12/19/25-2	12/19/25	4imprint, Inc.	2010-000	1,265.06
CC-12/19/25-1	12/19/25	Stingbox LLC	2010-000	180.00
cc-12/22/25-1	12/22/25	Uprinting.com	2010-000	811.23
cc-12/23/25-1	12/23/25	Imprint.com	2010-000	206.09
cc-12/24/25-1	12/24/25	American Library Association	2010-000	538.00
eft-12/25/25-1	12/25/25	Arvig	1000-000	33.79
eft-12/25/25-2	12/25/25	Arvig	1000-000	195.98
eft-12/25/25-4	12/25/25	WEX Health, Inc.	1000-000	101.75
cc-12/26/25-1	12/26/25	Sangoma US	2010-000	163.36
	12/28/25	Adobe	2010-000	34.99
eft-12/28/25-1	12/28/25	WEX - HSA Contributions	1000-000	149.03
eft-12/29/25-1	12/29/25	WEX - HSA Contributions	1000-000	484.16
73237	12/29/25	AFSCME Council 65	1000-000	648.00
73238	12/29/25	AFSCME PEOPLE	1000-000	42.50
73239	12/29/25	Altel - Alternative Telecom Inc	1000-000	105.00
73240	12/29/25	Barnesville Record-Review	1000-000	88.00
73241	12/29/25	Black Stone Publishing	1000-000	37.26
73242	12/29/25	Christine Boike	1000-000	155.40
73243	12/29/25	Cavendish Square	1000-000	19.94
73244	12/29/25	Computype, Inc.	1000-000	1,017.82
73245	12/29/25	DEMCO	1000-000	211.35
73246	12/29/25	Sandra Duval	1000-000	33.60
73247	12/29/25	Pam Goebel	1000-000	50.23
73248	12/29/25	Jodi Harrington	1000-000	23.45
73249	12/29/25	Lisa Holzgrove	1000-000	150.00
73250	12/29/25	Brenda Labine	1000-000	15.40
73251	12/29/25	Metropolitan Life Insurance Company	1000-000	1,553.39
73252	12/29/25	Midcontinent Communications	1000-000	250.00
73253	12/29/25	NCPERS Group Life Ins.	1000-000	224.00
73254	12/29/25	Overdrive, Inc.	1000-000	750.36

**Lake Agassiz Regional Library**  
**Check Register**  
**For the Period From Dec 1, 2025 to Dec 31, 2025**

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Check #	Date	Payee	Cash Account	Amount
73255	12/29/25	Rigels	1000-000	3,946.95
73256	12/29/25	Roberta Schake	1000-000	114.80
73257	12/29/25	Christy Underlee	1000-000	23.45
eft-12/29/25-1	12/29/25	Lake Agassiz Regional Library	1010-000	160,000.00
eft-12/29/25-2	12/29/25	Lake Agassiz Regional Library	1000-000	70,000.00
eft-12/30/25-1	12/30/25	Garden Valley Telephone Company	1000-000	49.56
eft-12/30/25-2	12/30/25	Garden Valley Telephone Company	1000-000	82.54
eft-12/30/25-3	12/30/25	Garden Valley Telephone Company	1000-000	42.42
eft-12/30/25-4	12/30/25	Garden Valley Telephone Company	1000-000	42.58
cc-12/30/25-1	12/30/25	Cardmember Service	2010-000	-500.00
eft-12/31/25-1	12/31/25	Federal Income Tax deposit	1000-000	21,254.97
eft-12/31/25-2	12/31/25	Minnesota State Income Tax	1000-000	1,920.00
eft-12/31/25-3	12/31/25	North Dakota SITW	1000-000	415.00
eft-12/31/25-4	12/31/25	Payroll Professionals, Inc.	1000-000	156.60
eft-12/31/25-5	12/31/25	ING (Deferred Compensation)	1000-000	1,954.32
eft-12/31/25-6	12/31/25	Public Employees Retirement Association	1000-000	13,639.78
eft-12/31/25-7	12/31/25	LARL Payroll	1005-000	72,171.45
cc-12/31/25-1	12/31/25	American Library Association	2010-000	364.00
cc-12/31/25-2	12/31/25	Minnesota Library Association	2010-000	85.00
cc-12/31/25-3	12/31/25	Minnesota Library Association	2010-000	85.00
cc-12/31/25-4	12/31/25	American Library Association	2010-000	434.00
cc-12/31/25-5	12/31/25	American Library Association	2010-000	364.00
cc-12/31/25-6	12/31/25	Minnesota Library Association	2010-000	30.00
cc-12/31/25-7	12/31/25	American Library Association	2010-000	434.00
cc-12/31/25-8	12/31/25	American Library Association	2010-000	329.00
<b>Total</b>				<b><u>866,868.56</u></b>

## 2026 Lake Agassiz Regional Library Board of Trustees

Term	Name	Email	Address	Home	Cell/Work	Packet
<b>Becker County</b>						
2023-2025	Barry Nelson	bknelso@co.becker.mn.us	12972 Co Hwy 11, Audubon 56511		218-530-0179	Print
2026-2027	Terry Kalil	terrykalil@gmail.com	23586 Warbler Way, Detroit Lakes 56501		218-341-0252	Email
<b>Breckenridge</b>						
2024-2026	Linda Holecek	leholecek@rrt.net	419 Wilkin Ave #207, Breckenridge 56520	218-643-5443	218-643-8975	Print
<b>Clay County</b>						
2024-2026	David Ebinger	David.Ebinger@co.clay.mn.us	4111 10th St S, Moorhead 56560		701-212-0383	Print
<b>Clearwater County</b>						
2025-2027	Mark Titera	mark.titera@co.clearwater.mn.us	12968 340th St, Bagley 56621	218-694-2413	218-556-8722	Print
<b>Crookston</b>						
2025-2027	Clayton Briggs	clbriggs@centurylink.net	229 James Ave, Crookston 56716		218-289-4408	Print
<b>Detroit Lakes</b>						
2026-2028	Connie Wood	seawould2@gmail.com	333 Willow St E, Detroit Lakes 56501		218-2345982	Print
<b>Mahnomen</b>						
2026-2028	Deb McArthur	dmmc5202@gmail.com	PO Box 415, Mahnomen MN 56557		218-261-0278	Print
<b>Mahnomen County</b>						
2025-2027	David Geray	david.geray@co.mahnomen.mn.us	2428 250th Street, Mahnomen 56557		218-473-2425	Print
<b>Moorhead</b>						
2025-2027	Emily Moore	Emily.moore@moorheadmn.gov	1802 36 <sup>th</sup> St S, Moorhead, MN 56560		301-785-1119	Email
2026-2028	Charley Johnson	charleyj68@gmail.com	4235 40 <sup>th</sup> Ave S, Moorhead 56560		701-371-9911	Email
2026-2028	Open					
<b>Norman County</b>						
2024-2026	Steve Jacobson	steve.jacobson@co.norman.mn.us	1437 Co Hwy 4, Hendrum 56550	218-861-6155	218-790-7004	Email
<b>Polk County</b>						
2026-2028	Paul Reese	Paul.reese@co.polk.mn.us	43136 110 Ave SE, Fertile 56540		218-200-9885	Email
<b>Wilkin County</b>						
2024-2026	Jon Braton	jbraton@wilkincounty.gov	1282 230 <sup>th</sup> Ave, Barnesville 56514		218-329-6983	Print
<b>LARL Director</b>	Liz Lynch	lynchl@larl.org	118 5 <sup>th</sup> St S, Moorhead 56560	C: 701-238-0229	W: 218-233-3757 ext. 127	
<b>LARL HR &amp; Finance</b>	Jamie Sprynczynatyk	spryj@larl.org	118 5 <sup>th</sup> St S, Moorhead, MN 56560		W: 218-233-3757 ext. 123	

\*Indicates Trustee serving final term. Moorhead Trustees can only serve two full terms, while others can serve three.

Updated 01/07/2026