

*The Mission of Lake Agassiz Regional Library  
is to share resources  
in order to provide access to quality library services  
that meet lifelong learning needs,  
and enrich the lives of those we serve.*

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

**A meeting of the Lake Agassiz Regional Library Board of Directors was held on Saturday, January 20, 2001 at the Moorhead Branch. President Bursik called the meeting to order at 10:10 a.m.**

**Board Members Present:** Bursik, Conzemius, Dale, DuBord, Eid, Hartness, Iverson, Jacobson, Kolke, Melby, R. Olson, W. Olson, Perry, Rooney, Rowell, Simmons, Sprague, Waller, Welte, Winter.

**Board Members Absent:** Ellingson, Newland, Swanson

**Others Present:** Fredette, Fredine, Slicer

**APPROVAL OF MINUTES/AGENDA**

Fredette asked to add two items to the agenda under the Director's Report: Internet Filtering & the LARL Technology Plan.

**(Conzemius/Iverson) moved to approve the Minutes of the Nov. 18, 2000 Full Board meeting as presented. MCU.**

**LARL EXECUTIVE COMMITTEE VACANCY**

President Bursik began with agenda item #7 concerning filling the Executive Committee Member-At-Large position vacated by Don Anderson.

**(Perry/Melby) moved to nominate Jerry Waller. Nomination and election of Waller passes without dissent. Waller accepts the position.**

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## **FINANCIAL REPORT**

Slicer reported that with 100% of the year passed, LARL has received nearly 103% of budgeted revenue and spent only 94% of budget expenses. She noted that much of the underspending is related to the long-term vacancy of key positions in the Regional Office and that revenue was high due to stronger than anticipated investment performance.

Slicer noted that the 2000 annual audit was scheduled for January 29<sup>th</sup> & 30<sup>th</sup> and would once again be performed by Eide Bailly, LLP. She did not anticipate any unusual issues to arise as a result of the audit.

Slicer presented the LSTA FY 2000 Evaluation Report and Expenditures for the Library Services and Technology Act grants received by LARL. These reports must be filed in order to receive the final 10% payment of grant funds.

**(Perry/DuBord) moved to submit the LSTA final evaluation reports to Library Development & Services. MCU.**

## **DIRECTOR'S REPORT**

Fredette discussed the impact of the staff vacancies on the organization. Current position vacancies include: Automation/Support Services Supervisor, Electronic Resources Librarian, Crookston Library Director (Supervisor I), Moorhead Clerical Supervisor and LARL Administrative Secretary. The strain placed on Technical Services by not having a supervisor has prompted the move of M. Lien, Moorhead Librarian I, back to spending the bulk of her schedule in that department. Fredette mentioned she would be bringing the issues of vacancies and lack of response to all recruitment attempts to the Personnel Committee later that day.

Fredette brought to the board's attention the sheet included in the board packets representing the signatory funding history and response for 2001. Four counties: Clearwater, Mahnommen, Norman & Polk, failed to meet the 2001 budget request. The Finance Committee will be meeting to discuss the best way to handle the shortfall.

Library Legislative Day is scheduled for March 21, 2001. If the regional systems receive a requested increase in funding, the impact for LARL could mean nearly double the current amount of State funding. The platform also includes making telecommunications aid part of basic system support rather than a separate grant. Fredette invited all board members to attend and anyone interested should complete the registration form which was in their packet and leave it with her. Bursik reiterated the

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importance of having a strong LARL delegation attend.

An orientation date for all new Board Members was set for 10:00 a.m. on Saturday, March 10, 2001 at the Moorhead Branch.

Fredette announced more details of the upcoming Bill & Melinda Gates U.S. Library Grant Program. Except for Hawley, which does not meet the poverty criteria, it's anticipated that each of the smaller branches will receive 1 new computer, Bagley and Mahnomen each two, while Moorhead, Crookston & Detroit Lakes should qualify for 4 computers each. In addition, the Region will receive 10 computers for a training lab to be located at the Moorhead Branch. Moorhead is the only branch with enough space to house the training lab and, according to grant guidelines, make the computers available to the public when training is not taking place. The grant will also include software and training, but no allotment for furniture.

In an update on the LARL Strategic Planning Process, Fredette noted that the Coordinating Committee is combining and refining the goals and objectives achieved as a result of All-Staff Day. When complete, they will go back for staff review to ensure that the priorities have been accurately maintained and recorded.

The Regional Office space reorganization/remodeling is in process and three vendors have been contacted. Quotes are being obtained on furniture, painting and carpet. It is hoped the project can be completed by LARL's 40<sup>th</sup> Anniversary celebration on May 31, 2001.

Fredette gave a quick demonstration of two E-book readers recently purchased by LARL and discussed some of the issues surrounding their place in the future of libraries.

In December the Children's Internet Protection Act was signed into law. It basically says that in order to be eligible for federal E (educational)-Rate discounts for Internet access and services, schools and libraries must adopt an Internet policy that includes the use of filtering software on computers with Internet access. There are a lot of questions and issues that need to be clarified with the new law. Fredette will attend a system directors meeting next week where State Library staff are in attendance. We will monitor this but do not need to make any immediate changes in our policy which has been reviewed several times in the past two years. No funding is being provided to pay for filtering software. The filtering may be possible at the NCAP level.

Due to the lack of an Automation/Support Services Librarian, we have fallen behind in updating our Technology Plan. Fredette does not believe we have enough information gathered or time to meet all the update requirements by the Feb. 2 deadline. She will submit a brief overview to Library Development and Services indicating where we are in the process but the Joint Board-Staff Automation/Technology Committee will need to

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meet soon and take steps to develop an updated LARL Technology Plan.

**REPORT OF FINANCE COMMITTEE**

Welte introduced the 2001 Budget as approved by the Finance Committee. Slicer noted the increase in expenses due to health insurance, staff reorganization, and increased delivery costs. Fredette briefly discussed the impact of the revenue shortfall of four signatories (Polk, Norman, Mahanomen & Clearwater Counties) from the budget request. The Finance Committee will deal with the best way to handle the short fall at a future meeting.

**(Welte/Rowell) moved to approve the 2001 Budget as presented. MCU.**

**PRESIDENT'S REPORT**

Bursik reviewed the 2001 committee assignments, recognized the respective Chairpersons and discussed the setting of meetings on an as-needed basis.

**LOCAL LIBRARY REPORTS**

**Ada/Norman County** – W. Olson reported that things are going well and the County is expected to recover from the budget difficulties of the past years. He is still receiving comments regarding the elimination of the Shelly stop from the Mobile Library Schedule and would like to see it reinstated.

**Bagley/Clearwater County** – No Report.

**Barnesville/Clay County** – Melby reported that the all the computers at the Barnesville branch, including the new children's computer and a free computer received from Northern Lights, are receiving heavy usage; there is also a high school art exhibit taking place; and the Barnesville City Council has approved a new sign for the building. Ron Olson mentioned the possibility of developing senior transportation to bring patrons to the county branches.

**Becker County** – Bursik commented that for the first time in awhile Becker County has all four board positions filled.

**Breckenridge** - Conzemius reported that the storytimes and adult reading program are going well, though the cold snap caused a dip in the attendance numbers.

**Crookston** – Sprague mentioned the retirement party for Sr. Laurian to be held January 31<sup>st</sup>; gave an update on the renovation project; mentioned that they are still discussing the signage issue.

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**Detroit Lakes** – Welte reported that in 2000 Detroit Lakes had 811 hours of volunteer service. As usual, the library has been very busy.

**Mahnomen (City)** – The Mahnomen Branch Librarian, Kay Walton, believes that additional hours for the Mahnomen branch may be needed.

**Mahnomen County** – Mr. Eid reported that he was new to the County Commission and would have to find out the reasons for Mahnomen County not meeting the LARL 2001 Budget request.

**Moorhead** – Remodeling of the meeting rooms and kitchen area is continuing. A series of genealogy programs, using online resources, is just beginning.

**Polk County** – Simmons commented that some patrons were wondering why LARL is not open on certain holidays; Fosston was denied the accessibility grant for their new library building; possible plant closing in the area could hit the community hard.

**Wilkin County** – No Report.

**Northern Lights Library Network (NLLN)** – Melby reported that the search continues for a new director to replace Joan Larson and that he attended an excellent program put on by NLLN.

**OTHER**

Meeting adjourned at 12:03 p.m.