

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

**LARL BOARD OF TRUSTEES
EXECUTIVE/FINANCE COMMITTEE MEETING
MINUTES**

A joint meeting of the Lake Agassiz Regional Library Executive and Finance Committees was held on Thursday, February 16th at the Moorhead Branch. President Perry called the meeting to order at 5:30 p.m.

Executive Committee Members Present: Eid, Ellingson, Melby, Perry (chair), Saar, Swanson.

Executive Committee Members Absent: Kolke.

Finance Committee Members Present: Ellingson (chair), Gunderson, Jacobson, Nelson, Perry (ex officio), Saar.

Finance Committee Members Absent: Kolke.

Others Present: Fredette, Stroh.

PUBLIC INPUT. None.

APPROVAL OF AGENDA/MINUTES

(Jacobson/Nelson) Moved to approve the Agenda as presented. MCU.

(Ellingson/Swanson) Moved to approve the October 20, 2005 Executive Committee Meeting Minutes as presented. MCU.

(Saar/Gunderson) Moved to approve the January 19, 2006 Finance Committee Meeting Minutes as presented. MCU.

FINANCIAL REPORT

Fieldwork for the 2005 audit was performed at the end of January. Our auditor is planning on presenting the 2005 audit to the Full Board at the March meeting.

A couple changes were made to the layout of the 2006 financial statements. The Regional Library Telecommunications Aid (RLTA) income and expenses have been moved from the
(over)

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Special Projects page of the financial statements and incorporated into the 2006 Budget. Costs associated with running the joint automation system with Northwest Regional Library (NWRL), and the reimbursement we receive from NWRL have also been incorporated into the 2006 Budget.

Stroh looked into the possibility of purchasing a van for LARL through a state bid. LARL does qualify to be able to do this but needs to join the Cooperative Purchasing Venture (CPV) program at a cost of \$500 per year (plan year runs July 1 through June 30). The Board noted that depending on how good of a deal one can get through the program it may or may not be worth the cost. Access to the cost of vehicles on bid cannot be obtained until the program fee is paid. Eid stated that Mahnommen County had just purchased a van on state bid. We can use the cost of that van compared to the quotes we received from local vendors to know if it would be worth joining the CPV.

Two counties did not meet LARL's budget requests for 2006, Clearwater and Norman Counties. The practice, in these cases, is that any shortfall in funding from a signatory should be reflected in the services provided to that signatory. Fredette and Stroh will work together to bring recommendations to the Full Board at the March meeting to account for these shortages.

DIRECTOR'S REPORT

Automation staff has been testing wireless access at the Moorhead Branch. It has been going well and they're ready to advertise its' availability and begin the work to provide wireless access in the other branches as well, beginning with the Hubs.

(Ellingson/Swanson) Moved to adopt the Wireless Access Policy as reviewed and recommended by LARL Automation staff and the Coordinating Team. MCU

The current LARL policy on vacation requires an employee to pay back all vacation taken if they terminate their employment prior to one year of service. This is currently stated in the Union contract and also the Working Guidelines for LARL Supervisory and Confidential Employees. Any change in the Union contract can be handled during the current negotiations. The suggested change in this policy would allow employees who terminate employment in the first year, to earn vacation prorated to the date of termination. It is requested that this change in policy be retroactive to January 1st, 2006.

(Jacobson/Gunderson) Moved to update the Working Guidelines for LARL Supervisory and Confidential Employees as presented, retroactive to January 1, 2006. MCU

Beltrami County is still considering leaving Kitchigami Regional Library System and joining a
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different system. The “Process for Consideration of Regional Public Library System Affiliation”, as set by the State, takes quite a bit of time and resources so as to evaluate the impact on all entities involved. Beltrami County has shown interest in joining either Lake Agassiz Regional Library or Northwest Regional Library. Final decision rests with the Commissioner of the Department of Education.

PRESIDENT’S REPORT

None.

OTHER

A joint LARL Board/Staff Strategic Planning retreat is set for Saturday, March 11, 2006 at the Days Inn in Moorhead.

The meeting adjourned at 6:10 p.m.

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