

*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 Full Board was held on Thursday, June 15, 2006 at the Detroit Lakes Branch. President Perry called the meeting to order at 5:35 p.m.**

**Board Members Present:** Brunsvold, Conzemius, Eid, Ellingson, Gunderson, Hooper, Hovdenes, Jacobson, Kochmann, Kolke, M. Larson, Mooney, Melby, Nelson, Perry.

**Board Members Absent:** Bock, Dufault, Hintermeyer, K. Larson, Lindgren, Saar, Sauvegeau, Swanson.

**Others Present:** Fredette, Teresa Joppa (Union Representative), Karen Lauer (Barnesville Economic Development Director), Shaw Simonsen (Barnesville Branch Librarian), Stroh.

**INTRODUCTION OF DETROIT LAKES HUB SUPERVISOR, MARY HANEY, AND DETROIT LAKES BRANCH STAFF.**

Mary Haney, Detroit Lakes Hub Supervisor, introduced some of the staff from the Detroit Lakes Branch including Deb Wahl, Public Services Supervisor; Eileen Mooney, Library Assistant; and Ria Young, Library Assistant. Besides the Detroit Lakes Branch, Haney also supervises the Bagley, Fosston, and Mahnomen branches and the Cormorant, Lake Park, and Ulen LINK Sites.

**PUBLIC INPUT**

Teresa Joppa, Union Representative, presented a letter addressing some concerns of Union members.

**APPROVAL OF AGENDA.**

**(Eid/Conzemius) Moved to approve the agenda as presented. MCU**

**MINUTES OF THE MARCH 16 AND MAY 18, 2006 FULL BOARD MEETINGS.**

(over)

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**(Kolke/Hooper) Moved to approve the minutes of the March 16 and May 18, 2006 Full Board Meetings as presented. MCU**

**FINANCIAL REPORT**

As of May 31<sup>st</sup>, we're 41.67% of the way through the year. We've received signatory payments for the first half of the year from all signatories except Becker County. Stroh contacted Becker County and noted that LARL will be receiving a payment by the end of the month. General fund revenues are at 37.73%. Total general fund expenditures are at 36.84%

The new union contract has been finalized and the new pay rates are now in effect. Today's paychecks for union employees include back pay as the new rates are retroactive to January 1<sup>st</sup>. Incentives for the Summer Reading Program have arrived and those expenses can be seen under the programming line item.

Each year we apply for a Regional Library Basic System Support Grant. This is a grant of approximately \$500,000 from the State which covers the cost of several Regional Office positions, rent for the Regional Office, the automation system, the materials budget, delivery, and staff training. The application for this grant is due to the State on July 3<sup>rd</sup>.

**(Ellingson/Jacobson) Moved to approve the application for State FY07 Regional Library Basic System Support Funds. MCU**

**DIRECTOR'S REPORT**

About a year ago, the Board starting talking about a demonstration project called the "Library of the Future". The Barnesville Branch was selected to implement new technologies and new ways of thinking about library services. Karen Lauer, Barnesville Economic Development Director, Shaw Simonsen, Barnesville Branch Librarian, and LARL Board member Merlin Melby each talked about the steps which have been taken to date including recruitment of 22 community volunteers of all ages to be members of a community Task Force. This project has fostered much excitement and enthusiasm for the Barnesville Library. A fundraising campaign will soon begin to raise funds for renovating the existing building and for new programming and services. The goal is to raise the necessary funds in approximately a six-month period so that the changes can be implemented and the Library of the Future can open during National Library Week in April 2007.

Over the last several months, LARL supervisors, staff, and Board have gathered stakeholder input and worked together on a new strategic plan for the library. As part of this process, new Mission and Vision Statements, Key Results, and Strategic Focus Areas have been developed.

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**(Melby/Hovdenes) Moved to adopt the LARL Mission, Vision, Key Results, and Strategic Focus Areas as reviewed and worked on by the Board and staff with input from stakeholders. MCU**

We have recently received copies of the Union Contract signed by the Union representatives. The LARL Board has previously passed a motion to approve the contract as negotiated. Wage increases for the three years are \$.40 per hour in year one, 2.5% increase in year two, and 2% in year three.

Several years ago, LARL set up an endowment fund at the Fargo-Moorhead Area Foundation with a sub account for each branch. Even though there has never been a major promotion of the endowment, a couple branches have a good start on funds. Most branches have very little or no funds in their account. Fredette and Stroh recently met with representatives from the Fargo-Moorhead Area Foundation and will continue to work with them to develop ways of promoting and growing endowment funds. Annual interest from endowment funds can be used for programming, furniture, or other needs. These funds are not meant to be used for basic support of the library, but to enhance the basic support which each branch receives.

State Librarian Suzanne Miller was at the May Board meeting in Fertile and discussed, among other things, the process that must be followed for a county to move from one library system to another. If a system is not interested in adding a new county, they are not required to go through the process. The Board discussed the pros and cons of adding another county at this time.

**(Kolke/Ellingson) Moved to let Beltrami County know that, at this time, LARL is not interested in adding Beltrami County to the Lake Agassiz Regional Library System. MCU**

**ADOPT 2007 PRELIMINARY BUDGET**

The Finance Committee met just prior to the Full Board meeting to discuss the third draft of the Preliminary Budget. The third draft is similar to the draft the Board looked at during the May meeting; however, personnel costs decreased slightly which also slightly decreased the signatory requests. The total budget increase for 2007 is just under 4%.

**(Ellingson/Hooper) Moved to adopt the 2007 Preliminary Budget as presented and recommended by the Finance Committee. MCU**

**BOARD MEMBER REPORTS:**

**Becker County.** (Hovdenes, Kolke, Nelson, Sauvegeau-absent).

Detroit Lakes Library had twelve people show up last night for their first Family Movie Night.

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The memoir writing class will continue through the summer and customers are excited about the new Express Book service. The Cormorant LINK is doing well.

**Breckenridge.** (Conzemius).

Breckenridge Library is working with the school to be able to build upon what the school offers.

**Clay County.** (Brunsvold, Melby, Mooney).

No report.

**Clearwater County.** (Larson-absent).

No report.

**Crookston.** (Lindgren-absent).

No report.

**Detroit Lakes.** (Hooper).

This past week, the Detroit Lakes Library had 225 kids in 3 different groups for storytime.

**City of Mahanomen.** (Kochmann).

No report.

**Mahanomen County.** (Eid).

The Mahanomen Library is working with the local Boys and Girls Club.

**Moorhead** (Bock-absent, Hintermeyer-absent, M. Larson, Saar-absent, Swanson-absent).

To date, there are about 500 kids signed up for the summer reading program. The visioning process for the new Moorhead Library is continuing.

**Norman County/Ada** (Gunderson).

Exciting programs are planned for the summer reading program at the Ada Library.

**Polk County** (Dufault-absent, Ellingson, Jacobson).

Ellingson visited the McIntosh and Fosston Libraries. The Fosston Library was serving coffee.

**Wilkin County.** (Perry).

No report.

**Northern Lights Library Network (NLLN).** (Ellingson, Melby)

Ellingson and Melby have served the maximum term on the NLLN Board. The LARL Board needs to appoint two replacement representatives. Meetings are held the 3<sup>rd</sup> Saturday of every other month. The Board hopes to appoint two representatives to the NLLN Board at the July Executive Committee meeting.

The meeting adjourned at 6:55 p.m.

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