

*The Mission of LARL is to link people and communities
to resources and experiences
for learning and enrichment.*

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

A meeting of the Lake Agassiz Regional Library Executive Committee was held on Thursday, December 20, 2007 at the Moorhead Branch. President Perry called the meeting to order at 5:30 p.m.

Executive Committee Members Present: Eid, Ellingson, Jacobson, Kochmann, Perry, Saar.

Executive Committee Members Absent: Melby.

Others Present: Paul Bursik, Fredette, Stroh

PUBLIC INPUT. None.

APPROVAL OF AGENDA

(Eid/Kochmann) Moved to approve the Agenda as presented. MCU.

APPROVAL OF MINUTES

(Jacobson/Ellingson) Moved to approve the October 18, 2007 Executive Committee Meeting Minutes as presented. MCU.

FINANCIAL REPORT

All Signatory payments for the year have been received including the make-up Minimum Level of Support contribution from Becker County. We have also received another payment for the Regional Library Basic System Support Grant (RLBSS).

The IRS has announced the 2008 standard mileage rate will be up \$.02 per mile to \$.505.

Many Signatories have responded to let us know if our budget request for 2008 will be met. The State's Minimum Level of Support affected three counties in 2008 - Becker, Clearwater, and Mahnomen. Clearwater County has let us know that they are not planning to meet the Minimum Level of Support in 2008. The State does give them through 2009 to provide this funding or LARL will lose state funding for that county.

DIRECTOR'S REPORT

For the past few years, LARL employees have had on-line access to the LARL intranet, which contains all our policies and procedures. LARL Board members will soon have access to this as

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well. A demonstration of the LARL intranet is planned for the March Board meeting.

The Public Library Association is holding their semi-annual meeting in Minneapolis in March 2008. LARL is planning on sending 10 staff to this event.

The Public Library of Charlotte-Mecklenburg County has developed a program called "23 Things". This is a program to teach staff about all the new tools on the Internet related to Library 2.0, including blogs, wikis, RSS feeds, etc. LARL's Coordinating Team has been exploring these tools and now the MN multitype library regions will be unveiling a program based on these "23 Things" for staff and Board members to participate in, learn to use these new tools, and perhaps win a prize.

On January 23 the Council of Regional Public Library System Administrators (CRPLSA) will be hosting a statewide meeting to discuss Minimum Level of Support and Maintenance of Effort for Library Systems in Minnesota. Board members are encouraged to attend.

(Ellingson/Kochmann) Moved to approve the resolution as reviewed and recommended by the Finance Committee to support an increase in Local Government Aid and County Program Aid. MCU

REPORT OF THE FINANCE COMMITTEE

The Finance Committee has reviewed and approved the Designated Funds for 2008 which include continuing the funding for Automation Replacement, Capacity Building/Branch Hours, Collection Enhancement, Consultant Study, Employee Severance, Expanding Self-Service Checkout, Joint Automation Project, Library of the Future Seed Money, LINK Site Enhancements, Operating Reserve, Photocopiers/Printers/Scanners, Professional Recruitment, Regional Office Furniture and Equipment, Special Projects, Staff Development, Staffing/Reorganization, Unemployment Compensation, and Van Replacement. Money was also designated for the purchase of a new phone system.

(Ellingson/Saar) Moved to approve the 2008 Designated Fund Balances as reviewed and recommended by the Finance Committee. MCU

The Finance Officer and Collection Development Librarian have reviewed the bids received in response to the RFP for delivery service and recommend entering into a contract with Northern Network Express.

(Eid/Jacobson) Moved to authorize the Regional Library Director to enter into a contract with Northern Network Express for regional library deliveries. MCU

The LARL Coordinating Team brainstormed ideas and would like to apply for two LSTA grants – Laptops for LINK Sites, and Traveling Game Kits.

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(Ellingson/Saar) Moved to authorize the Regional Library Director and staff to submit Letters of Intent and Grant Applications for grants to provide traveling game kits in the branches and/or laptops for the LINK Sites and branches. MCU

The contract between LARL and Northwest Regional Library System (NWRL) to provide automation services to NWRL expires at the end of 2007.

(Kochmann/Eid) Moved to authorize the Regional Library Director to renew the contract with NWRL for shared automation services. MCU

PRESIDENT'S REPORT

President Perry presented Norm Ellingson with a token of appreciation for the nine years he served on the LARL Board.

The meeting adjourned at 6:10 p.m.

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