

*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 COMMITTEE MEETING  
MINUTES**

**A meeting of the Lake Agassiz Regional Library Executive Committee was held on Thursday, October 21, 2004 at the Moorhead Branch. President Iverson called the meeting to order at 5:30 p.m.**

**Executive Committee Members Present:** Iverson (Chair), Melby, Swanson, Waller.

**Executive Committee Members Absent:** Conzemius, Ellingson, Perry

**Others Present:** Fredette, Stroh.

**PUBLIC INPUT.** None.

**APPROVAL OF AGENDA/MINUTES**

**(Waller/Swanson) Moved to approve the Agenda as presented. MCU.**

**(Melby/Waller) Moved to approve the Minutes of the August 19, 2004 Executive/Finance Committee meeting as presented. MCU.**

**DIRECTOR'S REPORT**

LARL's All Staff Day was held October 11<sup>th</sup> in Moorhead. The morning session was held at the Hjemkomst Center with speaker Bill DeJohn, Director of MINITEX, and the afternoon session was held at the Moorhead Branch with speaker Kathleen Baxter reviewing children's books.

The Children's Services/Family Resources Coordinator will be leaving LARL effective October 22<sup>nd</sup> as she is taking a position with Clay-Wilkin Head Start as Family Support Coordinator. LARL's Volunteer Coordinator is also resigning at the end of this year to move out of state. Fredette is attempting to contact a former LARL employee to work short-term with the Volunteer Coordinator to learn the process and assist during this time of transition.

Final reports for the three LSTA Grants: Access for All, Reaching Out for Reading Success, and Delivery, are due to the State Library agency by November 15<sup>th</sup>, 2004.

(over)

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**(Swanson/Waller) Moved to submit the three FY03 Round I LSTA Final Reports for Access for All, Delivery: A Roadmap to Strengthen Rural Library Services, and Reaching Out for Reading Success, to Library Development and Services. MCU.**

The ten-year lease with the City of Moorhead for Regional Office space is up at the end of this year. The Board approved a new ten-year lease at the September 16<sup>th</sup> Board meeting in Breckenridge, which was then sent to the City of Moorhead for their approval. The City would like to eliminate a clause which allows LARL early termination of the lease if LARL constructs its own building, needs less space, or finds it economically advantageous to move to another location.

After some discussion it was decided that the LARL attorney should review this and then it should be brought to the Full Board at the November 18<sup>th</sup>, 2004 meeting.

**(Waller/Melby) Moved to table the decision on the ten-year lease with the City of Moorhead until the November 18<sup>th</sup>, 2004 Full Board Meeting. MCU.**

**FINANCIAL REPORT**

As of September 30<sup>th</sup> we are 75% through the fiscal year. We have received the third quarter payments from all the Signatories along with a couple payments on the Regional Library Basic System Support Grant which brings the total General Fund Revenue up to 75.48%.

Staff Training/Staff Workshop is low but will increase in October due to LARL's All Staff Day. Telephone expense is high at 104% but will decrease as we get E-rate discounts set up again and are reimbursed for expenses paid since July. Total General Fund Expenditures as of September 30<sup>th</sup> are at 73.96%.

LARL received the first payment on the LSTA SENIORS grant in the amount of \$6,372. Three of the LSTA Grants are concluding and final payments should be received in late November or early December.

Waller had to leave the meeting at this time due to other commitments.

**PRESIDENT'S REPORT**

Iverson encouraged Board members to attend the Library LINK Site Grand Openings. Ulen's LINK Site Grand Opening went well on Tuesday evening. Shelly's LINK Site Grand Opening is tomorrow and Rothsay's is on Monday.

The meeting adjourned at 6:25 p.m.

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