

*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 20, 2005 at the Moorhead Branch. President Waller called the meeting to order at 5:30 p.m.

Executive Committee Members Present: Eid, Ellingson, Melby, Swanson, Waller.

Executive Committee Members Absent: Iverson, Perry.

Others Present: Fredette, Stroh.

PUBLIC INPUT. None.

APPROVAL OF AGENDA/MINUTES

(Ellingson/Melby) Moved to approve the Agenda as presented. MCU.

(Eid/Melby) Moved to approve the Minutes of the August 18, 2005 Executive Committee meeting as presented. MCU.

FINANCIAL REPORT

As of September 30, 2005 we are 75% through the fiscal year. We have received the final payment for the FY05 Regional Library Basic System Support Grant and the first payment for the FY06 grant for a total of \$259,295.61 received in September. Total General Fund expenditures are at only 69.23%.

The grant cycle for the FY04 LSTA Delivery Grant – “Library LINK Sites: Reaching Out to More People More Often” ended on September 30, 2005. The final report to the State is due by October 31, 2005.

(Swanson/Ellingson) Move to authorize the Regional Library Director and Business Office to submit the Final Report for the LSTA FY04 ILL/Delivery Grant – “Library LINK Sites: Reaching Out to More People More Often”. MCU

(over)

DIRECTOR'S REPORT

The October 29th Strategic Planning Meeting with Board, Coordinating Team, Branch Librarians, and LINK Site Coordinators has been postponed in order to bring “A Futures Forum on Libraries” to the region prior to planning.

Fredette met with the Branch Librarian and Barnesville's Economic Development Director concerning the Library of the Future. A survey will be sent to Barnesville residents in their utility bills seeking feedback from the public on what they would like from their library.

The annual All Staff Day was held on October 10th at Maplelag Resort near Callaway, MN. Topics discussed included “Changing Winds: Living, Learning, Leading in a Dramatically Changing World” and “Creating Aesthetically Pleasing Libraries & LINK Sites: Principles of Feng Shui”, along with discussion and activities geared towards assisting in the strategic planning process for LARL.

The Fertile Library recently received a memorial gift of \$7,215 from the estate of Rakel Erickson, a Fertile resident and author who passed away in May 2005.

EideBailly has concluded a gap analysis of technology documentation and practices in place at LARL against industry best practices. Some of the areas that need improvement include documentation of processes and procedures, security, and developing a disaster recovery plan. Fredette is meeting regularly with Automation Services staff to move forward on these areas. A Technical Services/Collection Development/Rotation Study is also underway. Currently, our Technical Services and Collection Development areas are separate and each has their own supervisor. The study recommends combining the two departments under one supervisor.

LARL has received a request from former LARL Director, Lon Dickerson, regarding the possible “adoption” of the Jefferson Parish Library in Louisiana to assist with damage and loss of resources caused by Hurricane Katrina. The possibility of donating the fines and fees collected during a specified timeframe was discussed.

(Eid/Ellingson) Move to authorize the Regional Library Director to donate three months of fines and fees collected, up to \$5,000, to the Jefferson Parish Library to assist with Hurricane Katrina relief. MCU

PRESIDENT'S REPORT

President Waller commented on the Strategic Planning process thus far and hopes that everyone can be involved in the process.

The meeting adjourned at 6:40 p.m.

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