

*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 meeting of the Lake Agassiz Regional Library Executive/Finance Committee was held on Thursday, April 15, 2004 at the Moorhead Branch. President Iverson called the meeting to order at 5:30 p.m.

Executive Committee Members Present: Conzemius, Ellingson, Iverson (Chair), Melby, Perry, Waller.

Executive Committee Members Absent: Swanson

Finance Committee Members Present: Iverson (ex-officio), Jacobson, R. Olson, W. Olson, Perry.

Finance Committee Members Absent: None

Others Present: Fredette, Stroh, Sharon Douglas, LARL Automation/Support Services Supervisor, was present when the LARL Technology Plan was addressed.

PUBLIC INPUT. None.

APPROVAL OF AGENDA/MINUTES

(Perry/Saar) Moved to approve the Agenda as presented. MCU.

(W. Olson/Perry) Moved to approve the Minutes of the February 19, 2004 Executive/Finance Committee meeting as presented. MCU.

INTRODUCTION OF BRENDA STROH, LARL'S NEW FINANCE/HUMAN RESOURCES DIRECTOR

Fredette introduced and welcomed Brenda Stroh who began work on April 5th. Stroh's past work experience gives her a vast range of experience in many areas of the accounting field. She has worked in both public and private accounting and performed most functions of human resources and benefits administration. Stroh has a B.S. degree in Business Administration/

(over)

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Accounting from Valley City State University and most recently worked as Office Manager for Cass Clay Creamery, Inc. Stroh is familiar with the Great Plains software which LARL uses and that will be a great help. In addition, former Finance/HR Director Laura Slicer, came in on Stroh's first day and went over recent accounting and human resources processes and procedures to help orient Stroh to the position. Board members welcomed Stroh and introduced themselves.

FINANCIAL REPORT

Fredette went over the Financial Report and gave a summary of the three-month period, ending March 31, 2004. In addition an update was given on Special Grant Projects and the Interim Automation Project involving LARL, Northwest Regional Library, and Kitchigami Regional Library. LARL is running the automation system for the 3 public library systems until a new system is up and running. This is projected to take place the end of the summer.

REPORT OF THE JOINT BOARD/STAFF AUTOMATION-TECHNOLOGY AD HOC COMMITTEE

Douglas joined the meeting at this point. Swanson, Chair of the Joint Board/Staff Automation-Technology Ad Hoc Committee was absent so Iverson, Jacobson, and Kolke reported on the March 22nd meeting and the Committee's Recommendations. Douglas answered questions related to the proposed Technology Plan. Committee members praised staff members for the Technology Plan's thoroughness and future vision. Members applauded Douglas and the staff members who worked many months on the plan and asked Douglas to relay their appreciation to the staff members who worked on it.

(Perry/Kolke) Moved to approve the LARL Technology Plan, July 1, 2004-June 30, 2007, as recommended by the Joint Board/Staff Automation/Technology Ad Hoc Committee and to submit the Plan to the MN Dept. of Education/Library Development and Services. MCU.

REPORT OF THE FINANCE COMMITTEE

Perry, Chair of the Finance Committee, reported on the draft 2005 Preliminary Budget which was discussed at the April 6th Finance Committee meeting. The 2005 proposed budget is focused on strengthening library programs and services. Areas of focus are library materials, technology replacement, staff training, and branch programming. It also anticipates the transition from Mobile Library service to the Library Links concept for outreach to rural communities without a library. The proposed budget lowers the LARL operating reserve and contributes interest income to the 2005 budget while, at the same time, keeping the amount requested of Signatories the same as requested in 2004.

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DIRECTOR’S REPORT

A written report was included in Board packets. In addition, Fredette noted that the Council of Regional Public Library System Administrators (CRPLSA), of which she is a member, and which is composed of the Director’s of Minnesota’s twelve regional public library systems, initiated a strategic planning process at its October 2003 quarterly meeting. It was an attempt to begin to address the many changes and new opportunities that face our statewide partners and public library staff and customers. As the result of an intensive three-day retreat, CRPLSA has made significant changes to its goals, meeting structure, and its expectations of itself. Additionally, the time was used to explore and clarify the purpose of this body.

CRPLSA defined its role as a group that comes together to discuss issues and ideas that further the mission of public libraries across the state. In developing a strategic plan, CRPLSA identified three strategic focus areas: 1) the future of libraries and librarianship; 2) the full spectrum of regional structure issues; and 3) funding – current and future funding sources.

Fredette said that, as a group, CRPLSA is very enthusiastic about this new direction. They believe this new direction will ultimately be more effective, efficient, and collaborative.

Fredette also announced that the current director of MnLINK, Ken Behringer, has accepted the position of Director of the Dakota County Library. A new MnLINK Director will be sought.

Fredette pointed out the Access for All Survey (included in the packets) which is currently being distributed at all LARL branches and mailed to some agencies. This is part of the Access for All Grant to analyze the library needs of those with disabilities.

Interviews are being held for the LARL Administrative Assistant position, working through Preference Personnel.

PRESIDENT’S REPORT

None.

The meeting adjourned at 6:45 p.m.

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