

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

LARL BOARD OF TRUSTEES FULL BOARD MEETING

Date: **Thursday, Nov. 16, 2006**

Time: **5:30 p.m.**

Location: **Moorhead Branch**

NOTE: If you're unable to attend this meeting, please phone the toll-free number of LARL's Regional Office at 1-800-247-0449, ext. 120, or locally at (218) 233-3757, ext. 120.

AGENDA

5:30 **1. CALL TO ORDER** – President Perry
PUBLIC INPUT
APPROVAL OF AGENDA

5:35 **2. MINUTES OF THE JUNE 15 AND SEPTEMBER 21, 2006 FULL BOARD MEETINGS.**
Enclosed. (white)

Recommended Motion: Move to approve the June 15 and September 21, 2006 Full Board Meeting Minutes as presented.

5:40 **3. LARL DIRECTOR'S REPORT** - Fredette
Enclosed. (peach)

a. LARL Strategic Plan: Strategic Focus Areas (white)

1. Explore and utilize emerging technologies.

Lead: Connie Bensen, Crookston Hub Supervisor.

2. Enhance library services, programs, and resources to align with customer needs.

Lead: Liz Lynch, Public Services Supervisor, Moorhead.

3. Increase awareness of all the library has to offer.

Lead: Rose Montplaisir, Public Information Officer.

(over)

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4. Assure that customer-focused and streamlined processes are in place.

Lead: Helen Goodin, Collection Development Librarian.

- b. 2007 MLA/MEMO Legislative Platform.
Enclosed. (blue).

- 6:15 **4. 2006 SUMMER READING REPORT** – Kati Ulven, Youth Services Coordinator.
Enclosed. (white)

- 6:25 **5. REPORT OF THE NOMINATIONS COMMITTEE** - Dufault

- a. Election of the Executive Board: President, Vice-President, Treasurer, and four members-at large.

- 6:40 **6. REPORT OF THE PERSONNEL COMMITTEE** - Jacobson
Enclosed.

a. **Revised Policies:**

1. Vehicle Policy *revised* (purple)
2. Name Tag Policy *revised* (marble green)
3. Family and Medical Leave Policy *revised* (gold)

b. **New Policies:**

1. Jury Duty Policy *new* (cherry)
2. Confidential and Proprietary Information Policy *new* (aqua)
3. Time Off to Vote Policy *new* (salmon)

Recommended Motion: Move to approve the Vehicle Policy, Name Tag Policy, Family and Medical Leave Policy, Jury Duty Policy, Confidential and Proprietary Information Policy and the Time Off to Vote Policy as reviewed and recommended by the Personnel Committee.

c. **EAP Services**

Enclosed (white)

Recommended Motion: Move to establish an Employee Assistance Program (EAP) for LARL employees at a cost of no more than \$30 per FTE, effective January 1, 2007, as reviewed and recommended by the Personnel Committee.

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6:50 **7. 2007 BOARD OF TRUSTEES MEETING SCHEDULE**

Enclosed (lunar blue)

Recommended Motion: Move to approve the 2007 Board of Trustees Meeting Schedule as presented.

6:55 **8. FINANCIAL REPORT – Stroh**

Enclosed. (green)

- a. FY07 Regional Library Telecommunications Aid (RLTA) Application

Recommended Motion: Authorize the Regional Library Director and Business Office to submit an application for FY 2007 Regional Library Telecommunications Aid to fund access line maintenance and leases required to maintain connectivity for existing public library sites.

7:05 **9. BOARD MEMBER REPORTS:**

Becker County – Susan Hovdenes, Erling Kolke, Barry Nelson, Donna Sauvageau

Breckenridge – Dave Conzemius

Clay County/Barnesville/Hawley – Ben Brunsvold, Merlin Melby, Beth Mooney

Clearwater County/Bagley – Keith Larson

Crookston – Frank Lindgren

Detroit Lakes – Rhoda Hooper

Mahnomen – Jim Kochmann

Mahnomen County – Wally Eid

Moorhead – Ron Bock, Mark Hintermeyer, Mary Larson, Cynthia Saar, Linda Swanson

Norman County/Ada – Marvin Gunderson

Polk County/Climax/Fertile/Fosston/McIntosh – Joan Dufault, Norman Ellingson, Jerry Jacobson

Wilkin County – Bob Perry

Northern Lights Library Network – Bursik/Iverson

7:20 **10. PRESIDENT'S REPORT – Perry**

7:25 **11. OTHER**

7:30 **12. ADJOURNMENT**

(over)

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MISCELLANEOUS INFORMATION ITEMS ENCLOSED:

- a. Misc. newspaper articles on LARL activities (birch)
- b. Public Information Office Monthly Report, October 2006 (yellow)
- c. List of Bills – October 2006 (orchid)
- d. September 2006 Circulation Statistics/Volunteer Hours for Branches/LINKS (buff)

UPCOMING MEETINGS/EVENTS

Nov. 13-19, 2006

Children’s Book Week

Theme: More Books Please!

Thursday, Nov. 23, 2006

Thanksgiving Day

LARL Branches, LINK Sites, and the Regional Office CLOSED

Thursday, Dec. 21, 2006

5:30 p.m.

Executive Board Meeting

Moorhead Branch

Sunday, Dec. 24, and Monday, Dec. 25, 2006

Christmas Eve/Christmas Day

LARL Branches, LINK Sites, and the Regional Office CLOSED

Sunday, Dec. 31, 2006, and Monday, Jan. 1, 2007

New Year’s Eve/New Year’s Day

LARL Branches, LINK Sites, and the Regional Office CLOSED

Monday, Jan. 15, 2007

Martin Luther King, Jr. Day

LARL Branches, LINK Sites, and the Regional Office CLOSED

(tent.) Thursday, January 18, 2007

5:30 p.m.

Full Board Meeting (adopt 2007 Budget)

Moorhead Branch

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