

**Northern Lights Library Network  
Governing Board**

**Minutes**

**October 18, 2008  
10:00 AM – 1:00 PM  
Graystone Hotel, Lower Level  
Detroit Lakes, MN**

Present: Paul Bursik, Gay Galles, Stan Iverson, Lina Belar, Walt Dunlap, Joyce Kalbakdalen, Tom Peterson, Erika Rux.

Also Present: Ruth Solie, Deb Keena.

Absent: Joan Larson

1. Meeting was called to order by President Paul Bursik at 10:00 AM.
2. Welcome to Josh Andres from Eide Bailly.
3. The Agenda was approved as amended. Iverson/Kalbakdalen. MCU.
4. The Minutes from August 23, 2008, meeting were approved as presented. Kalbakdalen/Iverson. MCU.
5. Audit Report: Josh Andres from Eide Bailly reviewed the Audit report with the Board. There were no unusual findings, other than the normal segregation of duties issues. It was moved and seconded (Kalbakdalen/Belar) to accept the NLLN FY2008 Audit report done by Eide Bailly and reviewed by Josh Andres. MCU.
6. Financial Reports: Financial reports for August and September 2008 were approved as submitted. Kalbakdalen/Iverson. MCU. There was a request to include total payments and total deposits on the Check Register. Ruth will ask Melissa for this. The Board also agreed that the custom report for Income Statement Budget vs. Actual needs only to be presented quarterly.
7. Professional Engagement Funds: We have budgeted \$4,000.00 of the operating budget for this and an additional 5,000.00 from reserves could be used if necessary. Ruth submitted a proposed set of Guidelines and Application forms. After review it was decided to accept these Guidelines and to have applications reviewed by the NLLN Scholarship Review Committee. Kalbakdalen/Iverson. MCU.  
Ruth and Erika will finalize guidelines and the application and begin promoting this new opportunity.

8. Staffing proposal: Although there is still considerable interest in moving forward with this proposed new staff position, it will be put on hold until it is clearer what the coming legislative session brings and what the funding outlook will be. There was a motion to table. Kalbakdalen/Belar. MCU. Ruth will continue to work on this, but for a March or April date for reconsideration and possible action.
9. Ruth attended a meeting in Willmar provided by the Sammie multitype system to talk with interested media centers in that area who would like to join the North Star Library Consortium. Although membership is not currently allowed beyond the NLLN and CMLE regions, it is anticipated that statewide membership will become possible in 2009. When that happens there are schools in various parts of the state who have expressed an interest in joining the Consortium. The current E2T2 grant is being used to subsidize Destiny licenses for new sites joining the Consortium and for staff development activities. Lori Thompson is the Project evaluator and will be studying the impact of media specialists using Destiny on information literacy skills in their districts. Ruth wrote a brief history of the Consortium and identified the steps in the process by which new members join the Consortium. The North Star Library Constorium is a completely self-sustaining project.
10. New Business: Ruth proposed consideration of NLLN investing in a Mobile Laptop Computer lab to be used for training sessions and other “hands on” events. Several other multitype systems are considering similar projects. There is a need to explore with other multitypes joint purchasing to increase buying power. Ruth will look into options and look for the best deal. Tom suggested that consideration be given to adding necessary additional items like cases, hub, wireless router, software, etc. A motion was made to move ahead with this at a total cost up to \$10,000.00 to be taken from Reserve funds for project. Peterson/Kalbakdalen. MCU.
11. Director’s Report: There have been many Continuing Ed and Staff development activities in the last 2 months. It has been very busy and very productive, especially in the area of making contact with more teachers. “More Things on a Stick” will launch on January 20, 2009, and will last until May 20<sup>th</sup>, 2009. Next week Ruth will be going to Internet Librarian Conference in Monterey, CA.
12. Board discussion over lunch of articles distributed by Tom, and one on 23 Things projects.
13. The May Executive Board meeting was set for Wednesday, May 13<sup>th</sup>, 2009 at 10:00 AM in the NLLN Offices or the Graystone Hotel.
14. Adjournment at 12:02 PM.

Erika Rux, Secretary