

MINUTES
Northern Lights Library Network
Governing Board Meeting
October 15, 2016
Livingston Lord Library
Faculty Development Center
Conference Room 125
Minnesota State University Moorhead

Members present: President, Wayne Ingersoll; Vice President, Richard Anderson; Treasurer, Carol Sibley; Board members: Brent Andrews, Adell Bridgeford, Mari Dailey, Glenn Heinecke, Jenna Kahly, and Kathy Enger

Absent: Tony DeSanto, Ruth Holmgren, Charlie Lindberg

1. **Call to Order** 10:05 a.m.
2. **Approve agenda**
Richard, Jenna MCU
3. **Approve minutes from August 20, 2016, Governing Board meeting**
Adell, Carol MCU
4. **Approve financial statements**
Brent, Adell MCU
5. **Approve budget revision**, based on population estimate in August, 2016 (\$218,686.06), budget is submitted July 1, based on previous August, 2015, population estimate (\$218,729.95), \$43.89 difference. Sibley inquired about the state aid calculation formula. Following the break, Kathy circulated the FY 2017 Multi-Type Library Aid Distribution Calculations Spreadsheet: FY 2017 Appropriation \$1,300,000, with a base payment to all seven systems of 60% of 1.3 million = \$111,428.57 for each system. Then, funds are dispersed according to Area in Square Miles, or 20% of distribution. NLLN's square miles accounts for 32.32% of the multi-type budget (NLLN covers 32.32% of the square miles of the state) and the remaining about distributed according to population, another 20% of the appropriation. 90% of payments are made during FY17 on September 15, October 15, and February 15, with the final 10% paid on July 30. NLLN's multi-type aid distribution is as follows:

Base 60% of \$1,300,000, or \$780,000, 14.3% distributed evenly among seven systems, \$111,428.57 NLLN

Area Square Miles 20% of \$1,300,000, or \$260,000 distributed, 32.32% to NLLN, \$84,035.29 NLLN

Population 20% of \$1,300,000, or \$260,000 distributed, 8.93% to NLLN, \$23,222.20 NLLN.

\$218,686.06 Total FY 2017 NLLN Budget.

Richard, Brent MCU

6. Approved Fiscal Year 2016 audit

Jenna, Mari MCU

\$8,400 over budget due to Spotlight on Books and sick and vacation leave accruals.

7. Old Business

a. **Thank you note** from Campbell School for mentoring and assistance with cataloging 16,000 items over two summers, along with Wayne Ingersoll's donations of books and CD's and a thank you note from White Earth for the quilt made and donated by Kari Anderson, Alexandria, to the Autism Foundation Silent Auction, both read aloud.

b. Research article

The article, *The Skills and Knowledge Students Acquire from Media Specialists: Emerging Theory to Support Student Success* was submitted to the *American Educational Research Journal* and rejected. The journal receives 800 submissions a year and accepts 7% submitted. The board recognized the value of submitting to a library journal, but wishes to reach a broader audience. English teacher publications and curriculum director's publications were recommended, along with the *American School Board Journal*. The next submission will be to the *American School Board Journal*.

c. Educational support

Jenna reported that approximately \$4,400 is committed in the scholarship fund and reiterated the guidelines: up to \$500/yr. for local conferences and events, such as course work and up to \$1,000/yr. for national and international conferences.

d. Poets Across Minnesota

MSUM professor Patrick Vincent moved to Nashville, Tennessee, and continues to work on the final two of the six broadsides. A volunteer consultant is working on a grant to bring the poets who wrote the broadsides to libraries in the region. There are 35 broadsides for each poet at \$25/each. Funds from the broadsides go to educational support.

e. LARL NWRL eBook Initiative

A check for \$5,000 will be donated to LARL for books for children and young adults on Overdrive and \$8,350 to NWRL for \$5,000 for children and young adult books on Overdrive and \$3,350 for the Tumble Book Library, following the state payment to NLLN October 15th.

8. New Business

a. Library Luncheon with Legislators

The next Library Luncheon with Legislators will be at MSUM on February 18, 2017.

b. Thrivent grant for Hope Lutheran in Walker

Adell reported on the project that will accompany the grant.

c. Bridgeford donation

Adell updated the board on her donation of nearly 500 materials to the MSUM Curriculum Center. A brief article on her donation was printed in the October 15th issue of *The Fargo Forum* and was read.

d. Bengtson book donation.

The book donations have an accompanying spreadsheet that lists the author, title, and current market value of the book. The spreadsheet is used to distribute the books to libraries in the region and the value of each title will be included on a spreadsheet, with a tax letter noting the donation to NLLN. Kahly expressed concerns over including the dollar amount in an attached spreadsheet. Kathy will contact the two accountants who contract with NLLN (Marc Collin of Carpenter, Evert, and Associates and LeAnn Erickson) and consult with bookkeeper, Deb Keena, NLLN's office manager about the best practices in managing book donations.

e. Online Destiny Training

The board formally thanks Gina Drellack for developing the training on Schoology for NLLN members and media specialists in the state. Heinecke estimated that approximately 60% of the schools in Minnesota use the Destiny online catalog.

f. MLA/ITEM Legislative Platform

The MLA/ITEM legislative platform draft was discussed. The board supports the funding increases and formula changes proposed in the 2017 Legislative Platform, "RLBSS: increase funding from \$5 million annual to \$7-9 million annually and a potential corresponding formula change; Multitypes: increase funding from \$1.25 million to \$2 million annually.

The next NLLN Governing Board meeting will be December 17, 2016, at 10 a.m. in Conference Room 125 of the Faculty Development Center in the Livingston Lord Library at Minnesota State University Moorhead