

**Northern Lights Library Network
Governing Board Meeting
December 12, 2020
Zoom Conference Call**

Present:

- Kathy Enger, Executive Director, NLLN
- George Deiss, Kitchigami Regional Library System Representative (KRLS)
- Glenn Heinecke, President, NLLN; NLLN School Library Representative; Media Specialist, Roseau School
- Sarah Villanueva, Northwest Regional Library Representative (NWRL); Library Manager, Thief River Falls Public Library
- Reed Olson, Vice President, NLLN; Kitchigami Regional Library Representative (KRLS); Beltrami County Commissioner
- Linda Schell, Lake Agassiz Regional Library Representative (LARL)
- Laurie Villwock, NLLN Special Library Representative; Media Specialist, Bug-O-Nay-Ge-Shig School
- Nannette Albright, Viking Library System Representative (VLS); Library Specialist, Pelican Rapids School
- Anne Barber, NLLN Public Library Representative; Library Director, Morris Public Library
- Linda Holecek, Lake Agassiz Regional Library Representative (LARL)
- Deb Keena, Office Manager, NLLN
- Aleta Sanford, MSUM Graduate Student

1. Call to Order
 - a. 10:02 A.M.
2. Agenda approval.
 - a. Reed, Linda S MCU
3. Minutes from September 19, 2020, board meeting approval.
 - a. Adjourn time should be A.M. not P.M.
 - b. Reed, Glenn MCU
4. Financial reports approval.
 - a. Kathy: the November 2020 income statement versus year-to-date figures show everything is right on track. NLLN is approximately 40% of the way through the fiscal year and 40% of the budget is spent. Excess funds drawn from reserves for projects like ebook funding and Access Philanthropy will likely balance out the lower spending on scholarships and travel.
 - b. George, Linda S MCU
5. Old Business

- a. Resource Exchange.
 - i. Donations from the MSUM library are no longer needed by Clearbrook-Gonvick and are now available to any library in the region if they would like them.
- b. Database of Funders and Grant Writing with Access Philanthropy.
 - i. The database of 300 funders is now available on NLLN's website under Resources: <https://nlln.org>
 - ii. Starting in January 2021, Kathy will begin writing grants with Access Philanthropy for ebook funding.
 - iii. The funding sources and grant writing help is available to anyone in the region. Kathy is also willing to aid in grant writing.
- c. Broadsides.
 - i. NLLN donated framed broadsides to the MSUM library. They are now being hung up. Broadsides are still available to anyone who wants one. Email Kathy and she will send one as soon as it is possible to get in the office.
- d. Scholarships.
 - i. Scholarships are still available and the program is still running.
 - ii. There have been fewer applications this year due to delayed or cancelled events.
- e. Monthly Online Conversations with Librarians.
 - i. Glenn, Kathy, and Lynette, who organize the Better Together workshop are planning an in-person 2021 event. In the meantime, monthly online conversations with librarians help keep library staff in contact and enables them to share ideas and successes.
 - ii. The next meeting is Wednesday, December 16, 4:00 P.M. It is open to anyone.
 - iii. Meetings are usually the third or fourth Wednesday of the month.
- f. eBooks for Regional Library Systems.
 - i. Funds are dispersed to public library systems according to NLLN's funding schedule. NWRL and LARL have both received \$5,000. VLS will receive \$5,600 in January or February: \$5,000 for eBooks and \$600 to send the bookmobile to Campbell.
- g. Hoopla for the Wheaton Public Library.
 - i. Wheaton approached Kathy and asked for help getting and implementing Hoopla.
 - ii. Sarah and Anne detail how Hoopla works and how it has helped their libraries.
 - iii. Hoopla charges per item checked out, and libraries can limit patrons to the number of checkouts allowed per month. There is no wait line, unlimited

copies are available, and many types of media can be checked out (e.g., books, movies, etc.).

6. New Business.

- a. Becoming an Author Writing Seminar.
 - i. Gina Drellack will be leading another online workshop on April 17th.
 - ii. She has also created an online training on the Minnesota Publishing Project. It is available on the NLLN website under Resources: <https://nlln.org>
- b. White Earth Tribal and Community College Library.
 - i. There is a new librarian who is being pressured to scan books to make room for a student success center. However, there is a valuable and irreplaceable Ojibwe collection that cannot be scanned.
 - ii. An NDSU architect plans to visit the library as soon as the pandemic allows to discuss the possibility of movable shelves.
- c. Bemidji Schools and the NorthStar Union Catalog.
 - i. Bemidji is thinking of joining the catalog, which is overseen by NLLN.

7. Board Member Reports.

- a. Reed and Linda S thank Kathy for all the work she has been doing during the pandemic.
- b. Linda S: the Detroit Lakes Library won the Ripple Award from the Chamber of Commerce for keeping the library open however possible and coming up with new ideas during the pandemic. It will be published sometime in January. The community is very proud of the library and the staff.
- c. Laurie: the Bug-O-Nay-Ge-Shig School is online for the remainder of the year. Laurie and the secretary have been working on big projects in the library, such as completely redoing the picture books section, cleaning up the record-keeping system, and cataloging the books from Al Franken's donors. She measured recently, and she has catalogued 200 lineal feet.
- d. Glenn: Roseau School is still in-person for elementary students four times a week and for high school students two times a week. Glenn weeded the entire collection from March to May and rearranged the whole library.

8. Adjourn 10:45 A.M.

- a. Linda S, Reed MCU