

**Northern Lights Library Network  
Governing Board Meeting  
February 15, 2020  
Online via Zoom  
and Livingston Lord Library  
Faculty Development Center  
Conference Room 125  
1104 7<sup>th</sup> Avenue South  
Moorhead, Minnesota 56563**

Present: Kathy Enger, Kevin Baggett, Glenn Heinecke  
via Zoom: Dawn Dailey, Sarah Vinllanueva, George Deiss, Linda Schell, Laurie Jo Villwock,  
Reed Olson

1. Call to Order. 9:58 A.M.
2. Introductions.
3. Oath of Office for George Deiss, Mayor of Wadena, and representing Kitchigami Regional Library System (KRLS).
4. Approve Agenda.
  - a. Dawn, Linda MCU
5. Minutes from December 14, 2019, NLLN Governing Board Meeting.
  - a. Dawn, Linda MCU
6. Financial Reports.
  - a. Income Statements versus Actual Year to Date has two line items that need to be adjusted.
    - i. 6116: bookmobile for \$10,000 was an expense from last year and needs to be changed to ebooks for LARL and NWRL for \$10,000. Need a vote so the accountant can change the description.
      1. Sarah, Laurie MCU
    - ii. 6115: the \$6,000 for Kitchigami ebooks needs to be lowered to \$5,000 so each region receives \$5,000 for ebooks. The excess \$1,000 moved up to line item 6005 to pay for the multitype strategic plan.
      1. Reed, Linda MCU
  - b. Ebooks and Educational Support line items will go over 100%. The money is taken from reserves.
  - c. Line item 6200 will also exceed 100% this year because the amount given for OCLC access has increased by \$200. This increase will be reflected in the next budget.
  - d. Motion to approve financial reports: Sarah, Dawn MCU
7. Review and initial credit card statements and travel reimbursement forms.

- a. Kevin and Glenn will initial and sign.
  - b. NLLN has a very transparent system: Kevin comes over once a week and provides a check and balance on spending; Deb, the office manager, is the bookkeeper and also sends it to an accountant via Quickbooks to review; additionally, once a year an auditor reviews the finances.
8. Old Business.
- a. Books circulating at Walker High School English classes.
    - i. A year and a half ago, Adell Bridgeford wanted to increase circulation. She and Kathy got a \$5,000 grant from Sourcewell and worked with an English teacher to get three book trucks and books to fill them.
    - ii. They are now circulating the English classrooms for students to check out books.
  - b. Circle of Life Academy Library reopens.
    - i. November 21st.
    - ii. They are now putting up a tree-of-life mural.
  - c. Minnesota School Board Association Presentation January 17th, “Leading Students to the Future with the Literacy Skills they Need”.
    - i. Summary in the Director’s Report. Kathy and Glenn presented research on what media specialists do, their skills, and what they give to students.
    - ii. Librarians provide information literacy skills, digital literacy skills, and reading skills.
    - iii. Had a roundtable at the presentation and taught attendees how to find, analyze, evaluate, and synthesize information.
    - iv. One school board member said NLLN and libraries work for equity for rural Minnesotans.
    - v. MSUM recently donated 8 boxes of DVDs and CDs to the Clearbrook-Gonvick school district. This knowledge will now be accessible to them.
  - d. Youth Voice and Choice workshop at Blackduck School, June 5
    - i. A train the trainers event on how to serve youth. They will study the stages of later youth development and talk about ways people can serve youth.
    - ii. Leah and an Anoka librarian received national training and want to bring it to the regional level.
    - iii. More information to follow soon.
  - e. Better Together workshop June 11, at Lakes Country Service Cooperative in Fergus Falls.
    - i. This workshop offers different and unique resources for people who work in or with libraries.
    - ii. Linda found one previous workshop to be a great help.



- iv. Potential ramifications include: funding being reallocated among the regional systems, regional systems having to coordinate to spread the resources and funding as they are needed, and academic libraries being left out.
- v. This may lead to conversations about NLLN being absorbed by the four regional systems it administrates. NLLN discovers resources outside the region and within the region and spreads them equitably among constituents.
- vi. Linda and Reed request to be kept apprised of further developments and recommend going to their library boards to discuss the issue and see if they're aware of it.

10. Motion to adjourn

- a. Reed, Linda MCU