

**Northern Lights Library Network**  
**Governing Board Meeting**  
**June 13, 2020**  
**Zoom Conference Call**

Present: Kathy Enger, Glenn Heinecke, Laurie Villwock, Sheri Levasseur, Linda Schell, Linda Holecek, Kevin Baggett, Deb Keena

Call to Order: 10:00 A.M.

1. Election of Officers.
  - a. Keep the same officers
  - b. Linda H, Linda S     MCU
2. Approve agenda, minutes, financial reports.
  - a. Agenda
    - i. Linda S, Laurie, MCU
  - b. Minutes and financial reports
    - i. Sheri, Linda H     MCU
3. New Business.
  - a. Annual review.
    - i. Two responses
    - ii. Glenn, Sheri, and Linda S both stated that they appreciate the work Kathy has done to take initiatives with school libraries and building relationships with new board members
  - b. Review and approve the following for Fiscal Year 2021:
    - i. FY2021 Budget.
      1. There is no salary increase.
      2. Office administration saved a lot of money by having virtual board meetings.
      3. The travel budget decreased a little.
      4. Bookkeeping has gone online, programs have gone online and are operating efficiently.
      5. Educational support is completely out of the budget this year not the reserves.
      6. Special programs have a healthy amount for FY21.
      7. Ebook support is ongoing.
      8. Gave an additional \$600 to Viking to bring the bookmobile to Campbell school. Because this crosses the regional system's border, it needs outside support

9. Questions:

- a. Sheri—Is the \$5,000 to Kitchigami for ebooks annual? And are there any statistics from other systems on how their ebook collections are doing?
- b. Kathy—Yes, and the statistics are in the Director's Report

10. Motion

- a. Linda S, Lauri           MCU
  - ii. Minnesota State Operating Grant MCMT Aid Application, MCMT FY2021 Budget, NLLN Membership List.
    1. Must submit by July 1st each year to receive state funding.
    2. Motion
      - a. Sheri, Linda H           MCU
    3. Note on the membership list: often inaccurate, but NLLN will commit to keeping it updated
  - iii. NLLN Governing Board List, Board Terms, and FY2021 Board Meetings.
    1. Kathy sent an updated list
  - iv. NLLN Lease.
    1. Renewed with MSUM for another year. The board might consider not renewing next year and having the Executive Director work from a home office.
    2. Motion to accept the lease
      - a. Linda H, Kevin           MCU
  - c. Meeting times: June, September, December, and March.
    - i. Move from a four month, four month, two month, two month (June, October, December, February) board meeting arrangement to a quarterly schedule. The previous arrangement was voted on by the board several years ago and has not been revisited since
    - ii. Motion
      1. Laurie, Linda H           MCU
4. Old Business.
- a. What is happening in your region?
    - i. Glenn: Roseau had a challenging time going to distance learning. Glenn read stories to the elementary students via a YouTube channel and had older students do online research assignments. Keyboarding was difficult to do remotely
    - ii. Sheri: Pequot was able to supply all students with Chromebooks and wifi hotspots if they needed them within a month. Had to shut down the books request webpage due to the uncertainty of how the

virus traveled, but did manage to get books out with parents' permission and acceptance of the risk. Several students kept the Chromebooks over the summer to stay connected with social groups, but many were returned in the hopes of easing the screen fatigue of both students and parents. The ebook collection was not well utilized because of screen fatigue

- iii. Laurie: Many students at Bug-O-Nay-Ge-Shig do not have internet access. Laurie did use the money from Al Franken's GoFundMe to purchase Chromebooks, but teachers were slow to use them. There will be more training in the fall as well as efforts to get internet access to students. Laurie mostly found and sent resources to teachers and let them decide what to pass on to their students.
- iv. Kathy suggests that board members consider presenting their innovations and methods at the Minnesota Library Association conference
- v. Announcements:
  - 1. August 10th, 10:00 A.M. to 12:00 P.M.: a mini-Better Together workshop with one hour on online databases and programs and one hour of Electronic Library of Minnesota training. The sign-up link will circulate soon
  - 2. The Better Together for next June is being planned and will be in Fergus Falls

## 5. Adjourn