

Northern Lights Library Network
Governing Board Meeting
June 15, 2024
Minnesota State University Moorhead
Comstock Memorial Union
and Online

Present:

- Kathy Enger, Executive Director, NLLN
- Glenn Heinecke, President, NLLN; NLLN School Library Representative
- Charlie Lindberg, Northwest Regional Library Representative (NWRL)
- Linda Holecek, Lake Agassiz Regional Library Representative (LARL)
- Linda Schell, Lake Agassiz Regional Library Representative (LARL)
- Deb Keena, Office Manager, NLLN
- Erin Smith, Viking Library System Representative (VLS)
- Lina Belar, Special Library Representative
- George Diess, Kitchigami Regional Library System Representative (KRLS)
- Karen Qualey, Academic Library Representative
- Bethany Hait, NLLN Public Library Representative
- Sheri Levasseur, Secretary, NLLN; School Library Representative
- Joe Gould, Kitchigami Regional Library System Representative (KRLS)
- Aleta Sanford, Minute-taker, Friend of NLLN

1. Call to Order.
 - a. 10:02 A.M.
2. Oath of Office. Welcome Erin Smith representing Viking Library System. Welcome Karen Qualey, Director of the Livingston Lord Library and Online Learning MSUM, representing academic libraries (alternate).
 - a. Erin and Karen read the oath of office and will return a signed copy to Kathy.
3. Agenda approval.
 - a. George, Charlie MCU
4. Minutes approval.
 - a. Sheri, Joe MCU
5. Financial Reports. Audit completed.
 - a. As NLLN approaches the end of the fiscal year, it is on target to meet the budget. There were a few overcharges in some areas (such as accounting costs), but other areas (like travel) were under budget.
 - b. “Better Together” was more expensive this year because NLLN offered a stipend.
 - c. This year’s total expenditures are at \$237,000 out of a budget of \$335,000.
 - d. NLLN’s budget was recently increased to \$335,000 from \$218,000 thanks to Senator Kunesh. If the board has any needs in their libraries or regions, please contact NLLN to see if a partnership would be possible. NLLN would like to use

the budget increase to increase programming in the region and support its members.

- i. Joe will review what kinds of projects NLLN is able to fund within its statutory restrictions (i.e., capital expenses, bookmobiles, library shelving).
 - e. NLLN also plans to replenish its reserves to meet the healthy financial standard of having one year of operating costs saved.
 - f. NLLN continues to support NWRL with \$5,000 in e/Audio Book support. Linda Schell will speak with the LARL board about continuing to receive NLLN's support for e/Audio Books.
 - g. Motion to approve the financial reports.
 - i. Joe, Linda H MCU
6. Election of Officers.
 - a. President/Chair: Glenn Heinecke
 - b. Vice President/Chair: Charlie Lindberg
 - c. Treasurer: Kevin Baggett
 - d. Secretary: Sheri Levasseur
 - e. Motion to approve election of officers.
 - i. Linda S, Linda H MCU
7. MDE Grant request.
 - a. Please see the Director's Report for NLLN's annual submission to MDE to receive State funding. The report is due June 30, 2024.
 - b. Motion to approve the MDE report.
 - i. George, Charlie MCU
8. FY2024 Annual Review.
 - a. In a private session during the meeting, the board reviewed Kathy's performance from July 2023 to June 2024. Separate notes regarding the discussion will be retained by the President and Secretary.
9. FY2025 Budget. COLA is 3.2% for 2024.
 - a. A copy of the proposed budget was sent out prior to the meeting.
 - b. Annual adjustments average approximately 3% annually to keep up with the changing cost of living.
 - c. Motion to approve the FY2025 Budget.
 - i. George, Charlie MCU
10. Reports from the Region.
 - a. Linda S: the new Moorhead Public Library building broke ground last week and the ceremony was well-attended by the community. As the cost of building projects rise, the plans for the building and its furnishings has changed. LARL will also be housed in that building and are looking at cost-effective ways to furnish their new space.

- b. Joe: in the KRLS system, the summer reading program, “Read, Renew, Repeat,” has begun. A feasibility study to expand the library has been approved by the city and will begin soon. Additionally, a trust has made a donation, the details of which are unknown at this time. The audit took place last week.
- c. George: a new delivery van was ordered, since the last one had over 300,000 miles on it. After several delays, the new vehicle was finally delivered and was fully electric. Given the rural area, that was not feasible. A new vehicle has been found at a local dealership. KRLS may contact NLLN to inquire about financial support.
- d. Sheri: the Minnesota legislature passed the bill to create a State School Librarian position as part of the omnibus. Additionally, it passed a ban on book bans.

11. Old Business.

- a. Library Media Census.
 - i. Kathy reached out via phone and email to NLLN members to encourage them to respond to this census.
 - ii. The census has been completed and results are pending. Once released, Kathy will send the final report to the board. It will be used to plan for what has to be done in school libraries and will show which schools have media centers, licensed media specialists, paras, etc.
- b. “Better Together” workshop.
 - i. This year’s workshop was one of the best yet. See the Director’s Report for the day’s agenda and presentations. Approximately 40 people attended.
- c. Communities Collaborative Brain Conference August 14 & 15.
 - i. There is a pre-conference on August 13 and the full conference is on August 14–15. This conference has an authentic Indigenous focus, is intended for every educator, and is a wonderful immersion in the Ojibwe culture.
 - ii. NLLN is sponsoring Dr. J, a professor at MSUM, to present her dissertation as a keynote speech.
 - iii. Contact Kathy if you would like to attend with her.
- d. MSUM & NWSC course.
 - i. See the Director’s Report for details on this course developed by Gina Drellack and Dr. J, with the support of NLLN.
 - ii. The course focuses on meeting the new Minnesota standards on Indigenous history and provides resources to assist educators in meeting those standards, although the course is open to everyone.
 - iii. As of May 10, 2024, 869 people had taken or were taking the course.
- e. Destiny Workshops.
 - i. Glenn plans to offer another session in October and potentially throughout the year depending on need.

- f. Mailing to School Library Staff.
 - i. Kathy was able to send out packets containing resources and NLLN opportunities, such as the professional development scholarships. There was a very positive response.
 - ii. Thank you to Senator Kunesh for working to increase the budget. This would not be possible without the increased funding.
 - g. School Library Census.
 - i. Addressed above.
 - h. Scholarships.
 - i. Visit the Resources tab on the NLLN website for the application. Standard scholarships are for \$500, but larger amounts are available for exceptional needs and requests.
 - i. Collection Support.
 - i. NLLN is supporting Osakis Public School for \$1,000 to upgrade the library's collection, which dates from approximately 2000.
 - ii. NLLN will also give \$500 to Laporte for new books.
 - iii. The board may develop a policy on such support in the future, but right now support is given on an as-needed basis.
 - j. Broadsides. April 4th.
 - i. Donation to the West Fargo Public Library, which is now displaying the framed broadsides in their library. Six of the broadside poets attended a ceremony and read their poems.
 - ii. NLLN is excited to be able to bring forward resources like this from within the region and share them.
 - k. MSUM English Collection.
 - i. Kathy has found a store willing to take the collection of records and DVDs formerly stored in Weld Hall at MSUM.
 - l. Legislative Update.
 - i. See the Director's Report for details. Many bills pertaining to libraries passed. An additional note is that the movement to change the multicounty/multitype statute did not succeed in this session and the statute remains unchanged.
12. New Business.
- a. School Library Media Specialist Program presentations.
 - i. There have been three presentations so far.
 - b. Update Bylaws.
 - i. Kathy will be working on updating the NLLN bylaws this year.
 - c. Strategic Plan.
 - i. Kathy will be working on developing a strategic plan this year and will be in contact with board members for feedback.

- d. Partnerships in Fiscal Year 2024.
 - i. If any board members have resources in their library or system that they would like to work with NLLN to share with the wider region, contact Kathy. Also, if there are any needs or partnership opportunities that NLLN can facilitate, please don't hesitate to reach out.
13. Adjourn.
- a. 11:37 A.M.