

MINUTES
Northern Lights Library Network
Governing Board Meeting
October 19, 2013, 10 a.m.

Room 203 of Comstock Memorial Union, Minnesota State University Moorhead (MSUM)

Present: President, Wayne Ingersoll; Secretary, Charlie Lindberg; Treasurer, Betsy Vinz. Board Members: Ruth Holmgren, Jenna Kahly, Gay Galles, Tammy Thomasson-Ehrhart.
Absent: Richard Anderson, Carol Sibley
Also present: Luke Evenson, Eide Bailly and Kathy B. Enger, Executive Director

1. Call to Order. 10 01a.m.

Members attending: Wayne Ingersoll, Betsy Vinz, Tammy Thomasson-Ehrhart, Charlie Lindberg, Jenna Kahly, Gay Galles, Ruth Holmgren; visitor Luke Evenson of EideBailly auditors.

2. Consent Agenda. Approve agenda, minutes and financial report.
Motion to approve the agenda: Ruth, Charlie MCU.

3. FY 13 NLLN Report of Results has been accepted by DOE
Motion to approve the report: Jenna, Ruth MCU.

4. Audit and 990 form - Luke Evenson of EideBailly
Motion to accept the audit: Betsy, Charlie MCU.

A request was made by board members, in response to the audit findings concerning the inability of the small staff to segregate financial duties, to eliminate the consent agenda. The agenda, minutes, and financial reports will be approved separately.

5. State Aid payments 90/10 last year resulted in an increase in the fund balance.

6. Roster of meeting dates and places, proposed.

Motion to adopt and approve the schedule for the next 5 meeting dates and locations, as distributed: Jenna, Betsy MCU.

December 14, 2013 - Comstock Memorial Union, Room 203 10 a.m.

February 15, 2014 - Comstock Memorial Union, Room 101 10 a.m.

April 26, 2014 - Bemidji TBA 10 a.m.

May 15, 2014 - Exec. Bd. Mtg., NLLN Office, 810 4th Ave. S. 1 p.m.

June 17, 2014 - ANNUAL MTG., Detroit Lakes City Park Pavilion 4 p.m.

7. Old Business

Minnesota Literacy Initiative

a. Continuing Education and Professional Development Scholarships -
Education committee met 9/25/13: Jenna, Tammy, Kathy - recommends

changing "Scholarship Committee" to "Education Committee"; add to the Professional Engagement Award Guidelines that professional engagement awards encompass opportunities to support library professionals in the region who wish to attend national and international conferences who may not be able to attend without the support of NLLN; and merge budget items 6022 and 6011, Professional Engagement and Scholarships, into one fund, Educational Support, making it a Committed Fund Balance that continues from year-to-year. Awards can but up to \$1000 for Professional Engagement, up to \$500 for Continuing Education. Motion to accept the recommendations of the Education Committee: Betsy, Ruth MCU.

b. Professional Development Collection

Motion to approve the expenditure to \$2,321 to purchase the professional materials specified, housed and circulated at LARL to entities in the NLLN region: Ruth, Jenna MCU.

c. White Earth Community Library - Information

The IMLS grant written by White Earth reservation representatives and NLLN; NLLN will provide services specified in the grant when requested.

d. Poets Across Minnesota - Information

The NLLN annual meeting on June 17, 2014 at Pavilion in the Detroit Lakes City Park from 4-8 p.m. The meeting will be from 4-5; a picnic lunch from 5-6; and *Poetry and Jazz in the Park* by Vinz, Ferreira, and Law at 7 p.m.

e. Train the Trainer - Information

Members of the initiative are up to 7 - Alice Hofstad, TRF; Laurie Conzemius, Park Rapids; Gina Drellack, Bagley; Adell Bridgeford, Walker; Glenn Heineke, Roseau; Charlie Lindberg, Kennedy; Kathy Enger, Moorhead
Some members have set up their mentees, the others will advertise through NLLN. The focus of the training they offer will be apps, ELM, using hardware (iPads, readers). Several of the members are taking an online class featuring apps for librarians and educators. The first meeting was Sept. 9 at the Service Co-op in TRF; the next is scheduled on Nov. 8, again in TRF.

f. One to One - Information

Seven media specialists have teamed up to help each other to use the Destiny online catalog; they are located in LaPorte, Park Rapids, Bagley, Nevis, Moorhead.

g. Spotlight on Books

As a result of the letter written to Joan Larson and the Spotlight on Books committee, they responded that they will handle the conference and NLLN will only be the fiduciary agent. A motion was made to donate \$1000 to the conference for 2014: Ruth, Betsy MCU.

h. NLLN at MEMO - Information

NLLN sponsored a presentation called "Community and Conversation" with Mike Wohnoutka, illustrator of LaRochelle's book, *Moo*, on the Thursday evening before the MEMO conference. NLLN managed conference evaluations and is paying \$50 to the Group Decision Center at

NDSU to tabulate and report the results. NLLN also presented a discussion of the Pew Institute paper, *Younger Americans Reading and Library Habits*.

i. SMART Public Relations Plan - Information

Kathy is recruiting an intern to follow through on the plan.

j. Directory of Historical and Cultural Organizations - Information

Betsy has volunteered to revise and update the directory and attempt to secure a picture of each location.

8. New Business

Web Page and email - Information

The web site has been redesigned as a host for permanent links and formatted to be phone friendly. The site and email servers are now located at secure site in Minneapolis. Board agendas and minutes will be linked to the blog to maintain transparency.

Next Meeting - 10 a.m. December 14, 2013, Room 203 of Comstock Memorial Union, MSUM