

**Northern Lights Library Network**  
**Governing Board Meeting**  
**September 18, 2021**  
**Zoom Conference Call**

Present:

- Kathy Enger, Executive Director, NLLN
- Glen Heinecke, President, NLLN; NLLN School Library Representative; Media Specialist, Roseau School
- Laurie Villwock, NLLN Special Library Representative; Media Specialist, Bug-O-Nay-Ge-Shig School
- George Deiss, Kitchigami Regional Library System Representative (KRLS)
- Marc Collin, Carpenter, Evert, and Associates
- Deb Keena, Office Manager, NLLN
- Aleta Sanford, Intern, NLLN

1. Call to Order.
  - a. 10:10 A.M.
2. Approve Agenda.
  - a. Laurie, George           MCU
3. Approve Minutes from June 19, 2021, Governing Board meeting.
  - a. Laurie, Glenn           MCU
4. Approve Financial Reports.
  - a. NLLN is on track for the year, both looking at the income statement versus actual year-to-date and the profit and loss statement versus actual year-to-date.
  - b. George, Laurie           MCU
5. Approve Fiscal Year 2021 Audit. Marc Collin. Carpenter, Evert, and Associates.
  - a. Marc notes a few noteworthy items. The conclusion of the audit is a clean opinion, meaning the audit takes no exception to anything in the financial statements or notes to the statements.
  - b. Results for the year show a small deficit of approximately \$6,200, mostly related to accrued salary and vacation time, which is a noncash expense that will close out on December 30th. The cash flow statement shows a cash surplus of \$858.
  - c. Net assets are sufficient to operate for 16 months if NLLN ceased receiving income. This is a good balance accrued through good planning and conservative spending.
  - d. The audit process went smoothly and as expected. Feel free to reach out to Marc with any questions.
  - e. Laurie, George           MCU
6. Approve Budget Increase.

- a. Amend to approve budget decrease. When agenda was written, the Minnesota Department of Education (MDE) forecast based on population in the region expected a budget increase. However, the forecast was miscalculated and once it was redone, NLLN received a budget decrease from \$218,383.90 to \$218,281.60.
  - b. George, Laurie           MCU
7. Approve Minnesota Department of Education (MDE) Report of Results.
- a. Kathy will send the report to the state once approved today. The report covers everything NLLN accomplished this year and is quite extensive.
  - b. George, Laurie           MCU
8. Old Business.
- a. New NLLN office, 208 Weld Hall at Minnesota State University Moorhead (MSUM).
    - i. Moved this spring and were able to downsize due to the donation of records to the Minnesota Historical Society archive on the fourth floor of the MSUM library.
  - b. Mini - “Better Together” workshop, August 10, 2021. Thank you to Glenn Heinecke, Roseau School; Lynette Schwagerl, Campbell School; and Linda Mork, Minitex for hosting; and to authors Al Davis and Thom Tammaro for discussing their book, *Visiting Bob: Poems Inspired by the Life and Work of Bob Dylan*, New Rivers Press.
    - i. About 15 people attended the online event.
    - ii. Hoping to hold it in-person next year.
  - c. Media Landscapes: 23 Things: <https://levelupmn.org/23things>.
    - i. The seven multicounty, multitype systems in Minnesota have put together 23 media things to help discern what is misinformation and what is credible. The systems are also working with Minitex and the Star Tribune to provide this resource to librarians and people across Minnesota. Currently, 8 of the 23 resources are available.
  - d. Donation of Walker School card catalog to the Wadena County Historical Society.
    - i. Adell Bridgeford donated the catalog and Kathy delivered it. The Historical Society placed it in their reading room so people can see what they were like. When catalogs went online most cards were used as scrap paper, but these were preserved.
9. New Business.
- a. “Youth Voice & Choice” workshop on September 30 at Northwest Service Cooperative (NWSC) in Thief River Falls led by Leah Larson, State Library Services and Andrea Egbert, Anoka County Library. Sponsored by State Library Services, NWSC, and NLLN. Special thank you to Gina Drellack, NWSC.

- i. It was scheduled to be held but due to COVID-19 numbers, it has been postponed. They are planning to come back in April, however, Andrea will not be able to participate.
- b. Destiny Training on October 30 at Minnesota State University Moorhead (MSUM), Livingston Lord Library.
  - i. Currently planned as an in-person event, depending on how many people sign up and the COVID-19 situation.
- c. Monthly online conversations with librarians in the region this new academic year.
  - i. The September conversation will likely be held this week or next. Glenn will send the information to Kathy for distribution once it is known.
  - ii. The conversations take place from approximately 4:00-4:45 once per month and consist of questions, discussion on what's going on in libraries across the region, etc. Usually about 10-12 people attend and have a good discussion.
- d. Reports from board member libraries and collections.
  - i. Laurie has just completed an interview with the *Star Tribune* regarding the assistance Al Franken provided to her library, and there is potential for an interview with *The Washington Post*. People are still volunteering to donate books. One couple is bringing in 12 boxes soon, and a Japanese man who has consistently donated is continuing to do so. Additionally, the picture book section of the library has been completely rearranged and every record is searchable whether visually, in the whole catalogue, or just in a picture book catalogue.
  - ii. George reports the start of construction on a recently purchased building. They hope to be in it by spring. The Kitchigami budget increase has not been approved, and currently they are hoping for the city to pick up the difference. Additionally, they are searching for a new librarian since Stephanie resigned. George will send Kathy the information to be distributed to NLLN's members.
  - iii. Glenn in Roseau has weeded a substantial amount of books over the last couple years and has rearranged the shelves. English teachers are now bringing their classroom sets down and those will start being checked out. Other than that, Glenn's schedule is hectic with 56 classes per week and he continues to weed his collection and order new books.
    - 1. Oliver Press has been a wonderful, reliable source of new books, filling purchase orders completely. Glenn uses them mostly for non-fiction books.
  - iv. Kathy suggests considering a regular Zoom meeting rather than a conference call if online meetings persist. A decision regarding whether

the December board meeting will be in person will be made in late  
November. The decision will be communicated via email.

10. Adjourned

a. 10:41 A.M.