

**Northern Lights Library Network
Governing Board Meeting
September 17, 2022
Minnesota State University Moorhead
Comstock Memorial Union
and Online**

Present:

- Kathy Enger, Executive Director, NLLN
- Glenn Heinecke, President, NLLN; NLLN School Library Representative; Media Specialist, Roseau School
- Linda Holecek, Lake Agassiz Regional Library Representative (LARL), Breckenridge
- Linda Schell, Lake Agassiz Regional Library Representative (LARL), Moorhead
- Nanette Albright, Viking Library System Representative (VLS); Children's Librarian, Pelican Rapids Public Library
- Charlie Lindberg, Northwest Regional Library Representative (NWRL), Kennedy
- Laurie Villwock, NLLN Special Library Representative; Media Specialist, Bug-O-Nay-Ge-Shig School, Bena
- George Deiss, Kitchigami Regional Library System Representative (KRLS); Mayor of Wadena
- Lina Belar, Special Library Representative, Director, Wadena County Historical Society
- Deb Keena, Office Manager, NLLN

1. Call to Order.
 - a. 10:11 A.M.
2. Motion to approve agenda.
 - a. Linda S., Nanette MCU
3. Oath of Office. Paula DeMars, NW Technical College. Academic alternate.
 - a. Paula was not present at the meeting to take the oath.
4. Review and Approve Agenda, Minutes, Financial Reports. Minor budget revision.
 - a. Agenda, Minutes, Financial Reports.
 - i. Nanette, Linda S. MCU
 - b. Minor budget revision.
 - i. NLLN's budget is based on population. The budget is approved in June but the new population data comes out in August. With the new population data, NLLN will receive \$218,284.00 instead of \$218,383.90.
 - ii. Charlie, Linda S. MCU
5. Review and Approve Fiscal Year 2022 Audit. Marc Collin. Carpenter, Evert, and Associates.
 - a. The audit is as yet incomplete.
 - b. A copy will be sent for board members' review as soon as it is completed.

6. Review and Approve Minnesota Department of Education (MDE) Report of Results.
 - a. The report is due October 1st.
 - b. This report summarizes all of NLLN's programs, goals, the populations served by the programs, and how the programs contribute to NLLN's mission and strategic plan goals.
 - c. NLLN's programs include:
 - i. Interlibrary loan support for the Viking Library System and the bookmobile service to Campbell, MN.
 - ii. A legislative directory of all currently serving representatives in the NLLN region.
 - iii. A directory of Cultural and Historical Organizations and Museums in the NLLN region.
 - iv. Dispersal of donations from private collections to the region.
 - v. The donation of a CoverOne book repair machine to Wheaton Schools.
 - vi. Scholarships provided to librarians across the region for continuing education opportunities.
 - vii. "Better Together" workshops, with an in-person and online workshop in June and a Zoom workshop in August.
 - viii. An Electronic Library of Minnesota (ELM) refresher in January.
 - ix. Support for the Tri-College Linked Data Workshop in February.
 - x. Organized training on Building Confidence in the Selection of Culturally Authentic Native American Books, taught by Cassy LEEP and State Library Services.
 - xi. Hosted Zoom sessions where Laurie Villwock shared how she organized the children's books in her library both physically and in the Destiny catalog.
 - xii. Sponsored a second session of Diversity, Equity, and Inclusion Training with the Tri-College.
 - xiii. Held an in-person session for Destiny training for school library specialists in the region.
 - xiv. Sent librarians in the NLLN region to Diversifying Library Collections, an American Library Association (ALA) workshop.
 - xv. Promoted the Media Landscapes: 23 Things online modules focused on addressing misinformation.
 - xvi. Sponsored Moving Words and brought Minnesota Book Award authors into the NLLN region.
 - xvii. Held monthly Zoom conversations among NLLN members to discuss new and ongoing issues in libraries across the region.
 - xviii. Ongoing support for Ojibwe Collections in the region.
 - xix. Donated \$5,000 for eBooks to each public library system in the region.

- xx. Support eAudio book access in the Kitchigami Regional Library System (KRLS).
- xxi. Sponsored Wheaton Public Library's Hoopla subscription.
- xxii. Facilitated 112 regional schools' access to the Destiny Online Catalog through a consortium.
- xxiii. Provided access to 17,000 online bibliographic records through the OCLC's CatExpress.
- xxiv. Facilitate communication among all NLLN members through accurate membership lists and electronic methods.

d. Charlie, Linda H. MCU

7. New Business.

- a. Pay increase for Deb Keena. Current pay, \$25.00/hr.
 - i. Proposing an increase of \$2.50 to \$27.50/hr.
 - ii. The budget would increase by \$2,994.94, including payments to benefits and payroll taxes. The increase would be paid out of reserves.
 - iii. Linda S., Nanette MCU
- b. NWRL OCLC CatExpress overage use.
 - i. The service charges \$1.34 per access for the first 1,520 records accessed and \$2.65 for any thereafter. This year, 8,173 records were accessed, meaning 6,653 records were accessed at the higher rate.
 - ii. The total overage cost is \$17,360.45.
 - iii. NLLN closed the subscription in July, given the unexpectedly high cost and the inability to effectively track usage.
 - iv. Charlie will discuss the NWRL's high use of the service at the next NWRL board meeting and be in contact with NLLN for further discussion.
 - v. NLLN will make the payment to OCLC.
 - 1. Motion to approve payment.
 - a. Charlie, Linda H. MCU
- c. Capitol Hill Associates, Minnesota Library Lobbyist contract.
 - i. The Minnesota Library Association pays a lobbyist approximately \$6,000 per year to advocate for all libraries and library organizations in the state. NLLN contributes approximately \$1,200 per year since it has the largest region.
 - ii. However, the lobbyist has not been effective in increasing library funding and the multitype systems are considering not renewing the contract with the lobbyist. The multicounty, multitype library systems have not received an increase in funding since 2008.
 - iii. Currently, the contract is in effect for two more years, then NLLN and other multitypes will reconsider nonrenewal.
 - 1. George, Linda S. MCU

- d. Social Emotional Learning (SEL) grants, Censorship grants and training, and *How to Stop Bullying* grants and training.
 - i. The board decided to form a grant committee at the June meeting. However, the focus is going to change a little. Now, the committee will focus on meeting stated needs at libraries across the region using grants and applying for grants to provide information and materials on the topics of SEL, censorship, and bullying rather than training.
 - 1. NLLN's function is to obtain and share information. NLLN can provide professional development books, help develop collections, and make information available.
 - ii. New standards regarding the inclusion of Native American literature will go into effect in 2023/2024. NLLN can begin working on providing information and resources on this topic to help schools prepare to implement the new requirements.
 - iii. Kathy will reach out to members across the region to ascertain their needs and what NLLN can help with. The grant-writing committee will move forward based on those responses.
- e. Gudmundson Collection (*For the Love of Literature*).
 - i. NLLN's new offices are nearby the Gudmundson room, named such for the donor who facilitated its renovation. That donor's brother, Wayne Gudmundson, wrote several books on photography, which have now been donated to the college as reference copies.
 - ii. Going forward NLLN can encourage such donations from MSUM's retired faculty with published works that need to be preserved.
- f. New Rivers Press Collection (*For the Love of Literature*).
 - i. The New Rivers Press, once located on MSUM's campus, is closing in December. The editor asked in NLLN would like to disperse their books to libraries throughout the region. Kathy is looking into it, but perhaps the collection should be sent to other publishing houses to preserve them and keep them in circulation—which is not guaranteed if they go out to libraries in the region, whose collections depend on usage and circulation.
 - ii. This project is in its early stages.
- g. Moving Words sponsorship.
 - i. NLLN is once again sponsoring this program so Minnesota Book Awards authors can come visit libraries in the region.
- h. Adjunct teaching.
 - i. Kathy has been asked to teach two classes at MSUM as an adjunct. Through this activity, she is able to access many resources that require a StarID.
 - ii. She does this work in the evening, not during her NLLN work day.

working on building a teen program with help from the school to improve the rate of young people with library cards.

- e. Charlie: NWRL summer reading program was spectacular. The system is now sending Moose Tracks, a bi-weekly online publication sent over email with updates from libraries in the system and a message from the director.
9. Adjourn.
- a. Nanette, Linda S. MCU