

**Northern Lights Library Network  
Governing Board**

**Minutes**

**August 21, 2010  
10:00 AM - 12:30 PM  
Graystone Hotel  
Detroit Lakes, MN**

Present: Paul Bursik, Erika Rux, Gay Galles, Joyce Kalbakdalen, Stan Iverson, Ruth Holmgren.

Also present: Ruth Solie, Deb Keena

Absent: Walt Dunlap, Lina Belar

1. Meeting was called to order by President Paul Bursik at 10:04 AM.
2. Agenda was approved as amended. Kalbakdalen/Holmgren. MCU.
3. Approval of June 19, 2010 minutes. Kalbakdalen/Rux. MCU. Discussion of special projects discussed at meeting.
4. June 2010 financial reports were approved as submitted. FY10 Year-end financial reports were reviewed and approved as submitted. Iverson/Kalbakdalen. MCU. Motion to approve July 2010 Financial reports as submitted. Kalbakdalen/Galles. MCU.
5. A. Ruth S provided summary of audit; audit will likely be presented at the next Governing Board meeting in October. The Board requested fewer copies of the audit be printed.  
B. July 20<sup>th</sup>, 2010, was Legislative Forum; Ruth shared Walt Dunlap's report (to his library board); discussion of the OLA's report on Public Library funding study. The decision at the Forum was to let the report drop and it is unlikely there will be action taken on the report recommendation concerning multitype library systems. The legislative committee called another hearing to take place on August 23, 2010 – agenda is uncertain so Board will look forward to updates from Ruth. Election results will have an impact on libraries, so will be interesting to see how things play out. Discussion of legacy funds and use and distribution.  
C. Ruth presented document sharing thoughts on scenarios for phased retirement. The Board discussed job outlook and likelihood of finding a successful candidate. Discussion of feasibility of phased retirement and benefits of that scenario. Ruth shared interests for potential special projects she could focus on during phased retirement. A motion was made to begin process of phased retirement plan and hiring of new Director. Holmgren/Kalbakdalen. MCU. Discussion of planning for possible scenarios for future state of organization. The Board recommends small committee to establish job description. Paul appointed personnel committee, Gay Galles and Stan Iverson. Ruth Holmgren also will join the committee. Stan will be the Chair. Charge-draft job description for new director for October Governing Board meeting. Ruth will serve as advisor. Remaining issues will be addressed at October

meeting. Ruth will bring funding details to October meeting. Paul asked committee to familiarize themselves with what PERA requirements are for phased retirement.

D. NSLC has 205 sites and 91 Districts, 122 are in NLLN region. NSLC is widespread across the state. Many media specialists are gone and are not being replaced by licenses personnel; basic training continues for new staff, but staff development is challenging to provide when the audience has dwindled.

E. New Business

1. Library Futures Initiative: Not many applicants to date. Continue to encourage librarians to apply. Initiative will be requesting financial support. Board support but will wait for proposal.

2. Wadena High School Library destroyed in June tornado. Ruth suggests special project money for High School library restoration. Motion to take \$2,000.00 for High School Library restoration from Special Project funds. Kalbakdalen/Holmgren. MCU.

3. National Indian Child Care Association asked for help with getting book published (board book about cradleboards and other topics). Publisher from Star Bright Books is coming in September and will visit White Earth.

4. Reach Out and Read: Physicians give books at well-baby visits. Coordinator wants to meet with people in Detroit Lakes, but will expand to Becker County with special grant to county-wide project.

5. Spotlight on Books meeting on Tuesday to move forward on planning for next year.

6. A. Ruth will be gone in early September for her father's memorial service. NLLN has books to be distributed from MN Book Awards. Will give first priority to Wadena high school library.

B. New computers were purchased. The old computers and monitors fate is undecided. The inventory list had been updated. Items no longer used should be disposed of. May also donate some items. The Board advises Ruth to use her own judgment. Should keep Wadena in mind for useful items.

C. Meeting dates for 2011: December meeting will be December 11<sup>th</sup>. Approval of meeting dates as printed. Iverson/Holmgren. MCU.

7. Adjourned meeting 12:15 PM Kalbakdalen/Holmgren. MCU

Erika Rux, Secretary