

**Northern Lights Library Network
Governing Board**

Minutes

October 15, 2005
10:00 AM – Noon
Graystone Hotel
Detroit Lakes, MN

1. Meeting was called to order at 10:10 AM by President, Linda Unruh.
Present: Linda Unruh, Dan Olson, Norman Ellingson, Connie Jones, and Mike Odland.
Also present: Ruth Solie, Director, and Deb Keena, Admin. Asst.
Absent: Marj Lavalier, Merlin Melby, and Brook Berg
2. Adopt/Amend the agenda: Agenda was approved as presented. Odland/Jones MCU
3. Approval of the Minutes of August 20, 2005: Approved Olson/Jones MCU
4. Financial Reports:
 - A. Approval of Bills – August & September, 2005, as presented: Ellingson/Olson MCU
 - B. Financial reports – August & September, 2005.
5. Unfinished Business:
 - A. Audit proposal from Eide-Bailly was reviewed. Proposal was accepted for a three year agreement. Ellingson/Olson MCU
 - B. Scholarship guideline revisions: tabled until Dec meeting.
 - C. Annual Meeting date: Annual Meeting date to be set for April 29, 2006. Also, December 17, 2005 meeting date changed to December 10, 2005.
6. New Business:
 - A. Revised IRS mileage rate (Sept. 1, 2005 to Dec. 31, 2005) of \$.485 was adopted and will go into effect immediately. Odland/Jones MCU
 - B. State Library Plan – Town Forums. Mike Odland spoke on the Town Forum at the Douglas County Library. Low turn out. Not advertised very well. We need to get the word out for better turn out.
 - C. Ruth reviewed activities related to early literacy and the early childhood community at White Earth. Cyndi Anderson will be asked to work on grant proposals for the Readmobile. Some consideration is being given to implementing the Dolly Parton Project in which every child (newborn to 5 years old) receives one book a month – that is 60 books over 5 years.
 - D. Delivery to Public Library Systems. The delivery system funded by NLLN between LARL, NWRL, and VLS is being re-evaluated due to

increase costs and change of vendors. This delivery helps make delivery possible to schools and special libraries in the these 3 regions.

- E. Print Newsletter/electronic newsletter/webpage update: print newsletters have been on hold due to lack of human resources/time; electronic newsletter and webpage updates are progressing, but still need more concentrated staff time.
 - F. New equipment: Ruth noted that the office was in need of upgrading all of the office software and upgrading the office laptop computer. Also, backup devices such as a flash drive should be purchased for file transfer and backup. Ruth recommended that these expenses, if approved, should come from the 801.0 Restricted Account. It was moved and seconded to authorize Ruth to make these expenditures from the 801 account.
Ellingson/Olson MCU
7. Director's Report: See written report. Ruth noted the Enhancing Education through Technology grant that has funded a large portion of the North Star Library Consortium project will be ending in December 15, 2005. The Consortium will continue to grow and develop after the grant is completed, but the grant was important for getting the project off to a great start.
8. President's Report: None
9. Governing Board member reports/sharing: Olson – Reported on matters in the Kitchigami region surrounding Walker Public Library and other branches. Continues to be an interesting time for the Kitchigami Region. Odland – Viking Library System Board appointed Joan Larson as the 2nd Viking Rep. Jones – Concordia College Library is working on implementing curriculum support for Information Literacy Standards. Ellingson – LARL's Library LINK sites are doing well. Additional sites have been requested; volunteers have made these a success.
10. Adjournment: 12:05 PM. Next meeting December 10th, 2005

Deb Keena,
Secretary pro tem