

Northern Lights Library Network Governing Board

Minutes

10:00 AM – Noon
February 19, 2005
Graystone Hotel
Detroit Lakes, MN

1. Meeting was called to order at 10:03 AM by President, Linda Unruh.
Present: Mike Odland, Marj Lavalier, Brook Berg, Norman Ellingson, Erika Rux, and Dan Olson.
Also present: Ruth Solie, Director, and Deb Keena, Admin. Asst.
Absent: Merlin Melby and Barbara Jauquet-Kalinoski.
2. Agenda was amended.
3. Approval of December 4, 2004 minutes: Ellingson/Berg MCU.
4. Fiscal Year 2004 Audit Report: Dan Rollie – presentation of NLLN audit.
Brief explanation of “GASB 34”
NCAP Fund summary
General Fund summary
Governmental Funds summary
Statement of Activities summary
Statement of Net Assets summary
Overview of graphs
Overall, trend is very good, very stable entity. The audit was accepted as presented and will be on record in the NLLN Office.
5. Financial Report
 - A. Dec. 2004 and Jan. 2005 Bills- Approved:Lavalier/Ellingson MCU
 - B. Authorize return of Kittson High School NCAP Funds (\$16,709.)
Discussion of mail (priority vs. 1st class vs. email) In the future, will email reports and post on the Web site.
Approval of reports.
All approved: Ellingson/Odland. MCU
6. Unfinished Business:
 - A. North Star Catalog:
Demo of Consortium catalog
Demo of Admin. Function
46 sites in; additional 30 considering
Use LaserQuest money to help libraries purchase barcodes (through MINITEX)?
Submitted letter of interest for inclusion in MNLink; possibly within the year will make decision.

- B. Early Childhood:
Keeping visibility of libraries is main function at present.
Possibly seek different funding source for LSTA grant proposal
Working with Ready4K and Mn Initiative Fund communities.
 - C. NLLN Continuing Ed. Scholarship used for North Star continuing Ed. (can apply for more than one); board approves. Odland/Olson. MCU
Special circumstance this year allows multiple scholarships for media center staff doing staff dev related to the North Star Library Consortium - not NLLN money, but will use NLLN forms and process.
School Media Specialists – multiple scholarships for North Star events, but not eligible for multiple events (scholarships) outside of North Star.
MetroNet- new director (S. Baxter retired/resigned); replacement Tom Shaugnessy.
 - D. Webpage: Quick look at new “look” of NLLN pages.
 - E. Legislative Update: Next week.
7. New Business:
- A. Discussion of how to appoint Representatives from Viking and Kichigami.
Terms ending – discussion of replacement.
Annual meeting – board meeting – Friday? Prefer Friday night before Annual Meeting.
Proposal of Jeff Scherer as possible speaker.- on the topic: “Library as Place”
Pelican Rapids display.
 - B. Personnel Committee: (staff review is main function) Melby is chair; will start process of director review.
Continuing Ed Committee – Gay Galles will chair; summer (2005) – used for planning 05-06 opportunities.
 - C. Same as above. B and C together.
 - D. State Plan: no updates, but try to attend meetings in your area.
 - E. Equipment: have fax machines, 3 computers, laptop, printer (Apple), princeton files. List items in newsletter and give to parties who want them.
8. Presidents Report: Douglas County Friends – planning National Library Week – appreciation event for Friends; hope to “activate” nonactive members of group. Speaker Elizabeth Cabalka, wrote book Christian caretaker and three years of caretaking (her husband).
9. Directors Report: Given with Old and New Business. See written report.
10. Governing Board member reports:
- Odland: rakemag.com (monthly magazine) – interesting article on libraries and wireless access. Discussion of pros and cons issues with wireless access.
 - Lavalier: FRED “Fathers Reading Every Day” had first event with 40 fathers! Northwest – updates needed in three libraries; might be this year (included in bonding bill)
Roseau/Hallock/Thief River Falls Libraries.
 - Berg: Midwinter – Chris Olson talked about friends groups for school media centers – community friends groups might be beneficial because of cross – library needs awareness. Brook’s second book came out!
 - Rux: 20 applicants for Reference/Inst. Position at Concordia College Library . Interviews in March.
 - Ellingson: Fine arts “boosters” collected \$8,000.00; youth collected additional \$2,200.00; now have “activities director”. United Way down, but possibly giving in different areas.
11. Adjournment: 12:55 PM