

**Minutes**  
**Northern Lights Library Network**  
**Governing Board Meeting**  
**February 16, 2019**  
**Livingston Lord Library**  
**Faculty Development Center**  
**Conference Room 125**  
**1104 7<sup>th</sup> Avenue South**  
**Moorhead, Minnesota 56563**

Present: Kathy Enger, Linda Schell, Glenn Heinecke, Reed Olson, Lina Holecek, John Rowell;  
by phone: Carol Sibley, Adell Bridgeford, Lina Belar, Terry Kalil

1. Call to Order. 10:02 A.M.
2. Introductions.
3. Oath of Office for Linda Holecek (LARL), Linda Schell (LARL).
4. Approve Agenda.
  - a. Glenn, Linda S.           MCU
5. Minutes from December 15, 2018, NLLN Governing Board meeting.
  - a. Carol, Linda H.           MCU
6. Financial Reports from December, 15, 2018, and January, 2019.
  - a. Careful fiscal management has avoided using any reserve funds, yet. A future \$15,000 will be removed from reserves for the Viking bookmobile. NLLN will also support the visiting Vietnamese authors on April 8th.
  - b. Linda S., Glenn           MCU
    - i. Comments: Terry asks if the reserves are an unrestricted account. They are unrestricted.
7. Review and initial credit card statements and travel reimbursement forms.
  - a. The auditor recommended going through expense reports at every meeting so that all spending is transparent.
8. Old Business.
  - a. Scholarship funds expended for this fiscal year.
    - i. Hopefully there is an increase in funding from the legislature.
    - ii. Every year for the last five years, NLLN has given \$5,000 to LARL and NWRL for their Overdrive collection, and \$5,600 to Viking for their bookmobile and interlibrary loan program.
  - b. NLLN policies.
    - i. The conflict between regional library boards' calendar year and NLLN's fiscal year explains the appointment of new board members before the olds' NLLN terms were up.
    - ii. Kathy reads the Minnesota statute, 134.451 Subdivision 4.b, governing multitype systems to clarify.
    - iii. Previous attempts to amend NLLN's bylaws were based on an interpretation of the statute that has since been reinterpreted, and the bylaws stand and are in compliance with Minnesota statute.
9. New Business.

- a. The third “Better Together” workshop. Glenn Heinecke.
  - i. A workshop day for school and public library professionals. Previous years drew about 40 people to the workshop in Fergus Falls. All types of libraries can learn something of value to them: children’s and young adult literature, the Vietnam era, the Minnesota Historical Society’s resources, authors, middle school young adult literature, technology training.
  - ii. The workshop is free, and takes place on June 6th.
- b. Support for E-audio books for the Kitchigami Regional Library System (\$5,000) and support for Viking Library System interlibrary loan in the Viking region and bookmobile service to Campbell (\$5,600) will be paid to each region the beginning of April.
  - i. In fairness, Kitchigami will receive \$5000 for their E-audio book collection, as the other public library systems do.
  - ii. To afford this support, NLLN office has reduced costs: the annual audit cost is \$5,600 rather than \$13,000; and the photocopying cost is now \$30 per month rather than \$200+, etc.
  - iii. An organization’s true mission is reflected in the budget. This \$5,000 a year to regional public library systems has been a deliberate effort to build bridges.
  - iv. Reed asserts that the \$5,000 goes a long way and libraries are very grateful to have the support. Terry corroborates Reed’s statement, but questions why the amount is so small when the NLLN reserves are so large.
  - v. Kathy explains that the board voted to sustain a year’s operating costs in reserves in case of a sustained emergency as well as money to cover costs if NLLN or the government shuts down. Agencies with top ratings suggest reserves to cover a year or more. Healthy reserves are a wise fiscal policy.
- c. Additional business:
  - i. Reed reminds members that Library Day on the Hill is February 26th. Anyone who can advocate for libraries is encouraged to attend. There is a good chance of seeing increased funding for libraries for the first time in 12 years.
  - ii. Terry asks about the process of elections in June and how nominating committees are formed and when. Kathy answers that the next step is to contact the groups and ask them for nominations. Then an electronic vote will take place. Elections for board officers will take place among the members of the board at the June meeting. If members are interesting in becoming officers, contact Kathy.
- d. Motion to adjourn.
  - i. Linda S., Linda H.   MCU