

Northwest Regional Library Board Minutes
March 15, 2018

Present: Sara Kenfield, Judy Pulczynski, Elvera Cullen, Marjorie LaCoursiere, Laura Brickson, Heidi Timm, Ralph Swendseid, Bruce Lawrence, Charlie Lindberg

Others present: Kristi Hanson, Kerri Costello, Judy DuChamp, Alexandria Narverud, Bea Narverud, Pauline Helgeland, Mary Cullen

Call to Order: President Sara Kenfield called the meeting to order at 4:30 pm.

Approval of the Agenda: Lindberg/Brickson moved to approve the agenda. Carried.

Public Comments: Members of the public commented on library programs and weeding of library materials.

Approval of January Minutes: Pulczynski/Timm moved to approve the February minutes. Carried.

Financial Report: Lindberg/LaCoursiere moved to approve the financial reports. Carried.

EFT payments check numbers 449-456 for the total of \$8,207.95

Check payments numbered 8390-8432 for the total of \$15,016.69

Reports:

- A. Directors Report:** City council meeting report, new TRF programs, tour of new jail.
- B. Circulation:** Charlie Lindberg presented some circulation numbers, showing each library's circulation by city and by county population. She will have more figures at the next meeting.

Old Business:

- A.** We are still interviewing for the IT/Automation position as well as the TRF librarian. The new librarian in the Roseau library will be Chantel Vatnsdal.
- B.** The new library at the Justice Center will not be completed until the second half of the construction project. Books have been donated to the jail already, and we are developing programs that will start when the new library/classroom is available.

New Business:

- A.** The annual audit will be conducted April 4-5, by Brady-Martz.
- B.** The NWRL Board Personnel Committee will consist of 4 members of the Executive Committee, and will be an ad-hoc committee that will meet as needed. The committee will include two members from the library affected by a personnel issue and two members that do not represent that particular library.
Motion to approve: Brickson/Pulczynski. Carried
- C.** The NWRL board agreed to contract with Michael Jorgenson for legal services. Motion to approve: Swendseid/Brickson. Carried
- D.** The 2018 Summer Reading theme is "Reading Takes You Everywhere".
- E.** The annual evaluation of the NWRL director will be conducted in April by the Executive Committee. Motion to approve: Cullen/Lindberg. Carried.

F. The librarians will meet for the March Extension meeting on Friday, March 16.

Next Meeting: April 19, 2018