

Northwest Regional Library Minutes
April 18, 2019

Present: Laura Brickson, Connie Moe, Gracia Nelson, Deland Swanson, Samantha Winger, Linda Pavek, Jerald Brown, Glenice Johnson, Heni Lindberg, Darryl Tveitbakk, and Kim Johnson

Others present: NWRL Director Kristi Hanson

Public Comments: None

Call to Order: Chair Brickson called the meeting to order at 4:30 pm.

Approval of the Agenda: Johnson/Moe moved to approve the agenda. Carried.

Approval of March Minutes: Pavek/Swanson moved to approve the March 21, 2019 minutes. Carried.

Financial Report: Nelson/Johnson moved to approve the financial reports. Carried.

EFT payments check numbers 553 to 560 for a total of \$10,866.12
Check payments numbered 9009 to 9059 for a total of \$51,170.30

Reports:

A. **Directors Report:** Hanson reported that the Audit with Brady-Martz was completed in record time, thanks to the efficiency of Kerri. The report will be provided at the May board meeting.

Senator Mark Johnson authored a bill to increase funding to the libraries. No word yet, but there is a good possibility that there will be an increase in funding.

B. **Circulation:** Libraries are having good walk-in counts. There has been an increase in adult audio books requests.

Old Business:

A. **Time sheets/payroll program update.** The new time sheet/payroll system is working well. The program allows librarians to enter their time sheets on line, view their vacation/sick leave, saving time, and storage of time sheets.

- B. **NWRL Director search:** Our new director, Jim Trojanaowski, has found an apartment and paperwork has been completed. Hanson has been in daily communication with him regarding the everyday workings of NWRL.

New Business:

- A. Website: Our website company, Design Angler, is no longer providing service on our website. Hanson is working with another company that will be able to port our website to their system and they can provide maintenance as well.
- B. Extension Meetings for May and June. The April meeting was canceled due to Good Friday. There will be meetings in May and June and then none until fall. June meeting will be an opportunity for librarians to meet Director Trojanaowski.
- C. Branch librarian openings: Roseau and Godel: The Godel librarian will be leaving the end of June. The Roseau librarian position is being shared by several people which is working well. Jim will do the hiring for the Roseau position.
- D. Logo of Ford EcoSport: Logo is almost completed with red and black on the white van. The van will be used in the summer parades.
- E. NWRL Board member vacancies: City of Warren, Marshall County: Hanson requested board members knowing of persons in Marshall County interested in these vacancies to contact them regarding the positions

Next Meeting: Thursday, May 16, 2019