

Northwest Regional Library Minutes
June 18, 2020

Due to the worldwide coronavirus spread, the Northwest Regional Library Board met by using web conferencing Zoom. All votes during the meeting were submitted by board members answering aye or nay.

Present: Connie Moe, Gracia Nelson, Darryl Tveitbakk, Darlene Bates, Samantha Winger, Cheryl Matzke, Rob Burkel, Linda Pavek, Judy Pulczynski and Heni Lindberg

Others present: NWRL Director Jim Trojanowski

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

Public Comments: None.

Approval of the Agenda: L. Pavek/C. Matzke moved to approve the agenda. Carried unanimously.

Approval of Minutes: D.Tveitbakk/R. Burkel moved to approve the May 21, 2020 minutes. Carried unanimously.

Approval of the Treasurers Report will be taken care of at the July 16, 2020 NWRL board meeting.

Reports:

- A. Directors Report:** NWRL received 73 wireless hotspots and they are being delivered to the school districts for distribution to students without adequate Internet access for distance learning.
- B.**
Each library must have a barrier at the service desk. Several libraries are working with their city to assist in designing it, and one library has an STS crew building the barrier.

Library staff have been given a list of tasks that must be completed prior to opening their library. Director Trojanowski will be visiting the libraries to verify compliance.

Statewide delivery will begin the week of June 22nd along with daily service between the LARL and NWRL regions. At present time, MnLink is not available but should be up shortly.

Sarah Nelson of the Greenbush Library will be resigning effective the end of July.

- C. Circulation:** Circulation is down but digital circulation and the use of Hoopla in the branch libraries continues to be the same.

New Business:

Approval of NWRL Phased Reopening Plan: Director Trojanowski presented a 5 Phased Reopening Plan to the board. This plan highlighted the steps that have been taken since the COVID-19 closure on March 19th. It includes plans that will be taken at each site as the state allows for less social distancing and Stay at Home requirements and when full library access is restored. All branch librarians are to notify Director Trojanowski when they have met all required tasks of the plan before they will be authorized to reopen. As the state makes guideline changes, the Board is allowing Director Trojanowski to move forward through the Phases of Reopening without future board approval. **G. Nelson/J. Pulczynski moved to approve the NWRL Phased Reopening Plan. Carried unanimously.**

Next Meeting: There will be a full meeting of the board on Thursday, July 16, 2020.

Meeting Adjourned: 5:21 pm

Respectfully submitted,

Gracia Nelson, Secretary