

**Northwest Regional Library Minutes
November 21, 2019**

Present: Connie Moe, Jerald Brown, Linda Pavek, Marjorie LaCoursiere, Darryl Tveitbakk, Glenice Johnson, Heni Lindberg, Darlene Bates

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/H Lindbergh moved to approve the agenda. Carried.

Approval of June Minutes: D Tveitbakk/D Bates moved to approve the October 18, 2019 minutes. Carried.

Financial Report: D Tveitbakk M LaCoursiere moved to approve the financial reports. Carried.

EFT payments check numbers 609 to 616 for a total of \$9,278.30
Check payments numbered 9359 to 9411 for a total of \$20,101.82

Reports:

- A. **Directors Report:** CRPLSA will request an increase in regional library funding of about \$1.3 – \$1.5 million in 2021, down from the \$4 million requested in 2019 on the theory that a smaller increase is more likely to pass. The anticipated request is at the hold harmless amount. Wyatt Kormick began as the Automation Coordinator on November 12. He is a Thief River Falls native and 2019 graduate of the University of Minnesota. Wyatt has figured out how to add a calendar to the website that each branch can maintain on its own. The work should be completed before Christmas.
- B. **Circulation:** Circulation continues to trend lower.

Old Business:

- A. **Staffing Update:** Wyatt Kormick began on November 12 as Automation Coordinator.
- B. **Joint Powers Agreement:** Jim distributed a summary sheet comparing the NWRL JPA to those of the other 5 consolidated regions. Following discussion, the board agreed to discuss changes at the December meeting.
- C. **Review of data in circulation report:** Trojanowski intends to share only the first page of the current six page circulation report beginning in December. A more complete report will be made as part of the annual report required by the state each April.

New Business:

- A. **Budget preview:** Trojanowski presented an overview of the draft 2020 budget for discussion.
- B. **Holidays:** Two branch librarians have asked if each branch can chose whether to close on one of Good Friday or the day after Thanksgiving. Jim recommended permitting this effective in 2020 with the understanding that Good Friday would be listed as Spring Holiday. Consensus of the board was to allow the change.
- C. **Meeting schedule:** Jim may suggest having the full board meet every other month and an Executive Committee meet in the other months. The change would result in about \$1,000 of savings.
- D. **New Board Member:** Laura Brickman resigned effective November 15. Darryl Tveitbakk has forwarded the name of an individual who is interested in serving to Pennington County for consideration. Glenice Johnson asked that Mary Cullen also be considered.

C Moe declared the meeting adjourned at 5:40 pm.

Next Meeting: Thursday, December 20 at 4:30 pm.

Respectfully submitted,

Jim Trojanowski