

**Northwest Regional Library Minutes  
August 20, 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, Darlene Bates, Samantha Winger, Judy Pulczynski, Glenice Johnson, Rob Burkel, Linda Pavek, Darryl Tveitbakk, Cheryl Matzke, and Charlie Lindberg

**Others present:** NWRL Director Jim Trojanowski and Kerri Gackle

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

**Public Comments:** None.

**Approval of the Agenda:** Burkel/Pulczynski moved to approve the agenda. Carried.

**Approval of Minutes:** Pavek/Burkel moved to approve the July 16, 2020 minutes. Carried.

**Approval of the Financial Report:** Lindberg/Tveitbakk moved to approve the July 16, 2020 Financial Report. Carried.

EFT payments check numbers 681 to 688 for a total of \$4,624.71  
Check payments numbered 9683 to 9713 for a total of \$25,194.77

**Reports:**

- A. Directors Report:** Director Trojanowski informed the board that as of this afternoon, automatic renewals have been implemented. Linda Pavek has resigned as the City of Roseau NWRL Board member and we are currently looking for her replacement.
- B. Circulation:** Circulation is increasing with the physical opening of the libraries. Digital and Hoopla use is doing very well. Overdrive saw its highest usage in April and May.

**Old Business:**

- A. Budget:** Mr. Trojanowski stated that with the change in state formula, NWRL will be receiving \$17,000 additional funding from the state for 2021. He has met with seven cities to discuss the 2021 Budget. So far, Warren and Hallock voted to approve NWRL request for a 2% increase. Others are waiting on their vote. He will continue meeting with the balance of cities and counties in August and September.
- B. Covid update:** The biggest concern regarding COVID is that staff members remain safe. All branch staff and patrons must wear masks per Governor Walz's order. If library staff have a problem with a patron, they should call law enforcement.

**New Business:**

**A. Approval RLTA Application Matzke/Tveitbakk moved to approve the FY 2021 Regional Library Telecommunications Aid Program. Carried.**

**B. Strategic Plan:** Director Trojanowski is currently reviewing the current Strategic Plan. Community involvement and programming have been difficult due to COVID19. He would like to research additional opportunities that we can partner with Lake Agassiz such as for position sharing if a staff member resigns, collection development, and contract cataloging.

**Next Meeting:** There will be a full meeting of the board on Thursday, September 17, 2020.

**Meeting Adjourned:** 5:23 pm

**Respectfully submitted.**

**Gracia Nelson, Secretary**