

**Northwest Regional Library Minutes  
December 17, 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, Samantha Winger, Darryl Tveitbakk, Cheryl Matzke, Darlene Bates, Rob Burkel, Glenice Johnson, and Charlie Lindberg

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

**Call to Order:** Chair C. Moe called the meeting to order at 4:33 pm.

**Public Comments:** None.

**Approval of the Agenda:** D. Tveitbakk/R. Burkel moved to approve the agenda. Carried.

**Approval of Minutes:** D. Bates/C. Lindberg moved to approve the November 19, 2020 minutes. Carried.

**Approval of the Financial Report:** G. Nelson/S. Winger moved to approve the November 19, 2020 Financial Report. Carried.

EFT payments check numbers 713 to 720 for a total of \$7,482.12  
Check payments numbered 9801 to 9824 for a total of \$21,718.81

**Reports:**

- A. Directors Report:** Following a request from two branch librarians, a survey was sent to the branch librarians regarding changing the in-person visits to libraries back to curbside pickup till after the holiday season. This stems from a report that two librarians were seeing an increase need to remind patrons to wear their masks and their disregard for time limits. Director Trojanowski has left the decision to each library.

Kerri Gackle has resigned her position. She has agreed to stay on until her replacement has been hired and trained. NWRL has received 5 applications thus far for the position, with application deadline set for January 8. Kerri will be greatly missed.

Director Trojanowski reported that CRPLSA is discussing funding for Legacy, RLBSS, and RLTA. Total dollars may be down due to lower sales tax collections. They are asking for a smaller increase in RLBSS and a change in the funding formula that would extend over several years instead of all at once.

CRPLSA is focusing on developing a formula to include broadband availability as a factor, should we receive leftover RLTA funds. Previously, NWRL used its portion to fund wireless hotspots and Overdrive. Applications for the funding are due on January 15, 2021.

Brainfuse program is getting a bit more use this past month. Librarians have been asked to promote the program.

NWRL is continuing to look into a different telephone system for their employees.

Trojanowski stated that he is continuing to work on collection development.

- B. **Circulation:** Due to COVID, circulation and programming continues to be down. Circulation is also trending downward nationwide. Several libraries have reported that the new books are not being read.

**VII. Old business:**

- A. **Budget:** Director Trojanowski revealed that they expect to hear within the next week from the final cities and counties regarding the 2021 budget request. There are two employees who have reached their employment final ninth step. The board chose to wait till the budget is finalized at the January 2021 meeting before considering the retroactive COLA percent for employees.

**Next Meeting:** January 21, 2021 4:30 pm

**Meeting Adjourned at 5:30 pm**

**Respectfully submitted.**

**Gracia Nelson, Secretary**