

**Northwest Regional Library Minutes
September 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, Darlene Bates, Samantha Winger, Judy Pulczynski, Glenice Johnson, 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: Matzke/Lindberg moved to approve the agenda. Carried.

Approval of Minutes: Bates/Pulczynski moved to approve the August 20, 2020 minutes. Carried.

Approval of the Financial Report: Nelson/Matzke moved to approve the August 20, 2020 Financial Report. Carried.

EFT payments check numbers 689 to 696 for a total of \$6,456.87
Check payments numbered 9714 to 9738 for a total of \$16,950.89

Reports:

- A. **Directors Report:** Director Trojanowski informed the board that he has made budget presentations to five counties and 8 of the 9 cities. He has asked Red Lake County to add their Friends of the Library donation to the NWRL budget. He will continue meeting with the balance of cities and counties in September.

NWRL will be replacing some public computers with Chromebooks using money that is in our budget. They are cheaper and easier to maintain than the MultiPoint machines and will be placed on a 5-year changeout schedule.

Library Professional Development Network has made a soft launch of their website. The purpose of the Network is to expand professional training for librarians.

We are continuing to search for a City of Roseau board member.

- B. **Circulation:** Circulation is increasing with the physical opening of the libraries. Overdrive and Hoopla use is up 34%. Trojanowski will be asking the Warroad and Thief River Falls libraries to loosen their restrictions. At present time, they are only open by appointment.

Old Business:

- A. Budget Update:** Mr. Trojanowski reported that his office he been working on a draft year-end 2020 budget which he will share at the October board meeting.
- B. Covid update:** There has a been a mask policy complaint at one of the libraries. After looking into the complaint, Mr. Trojanowski stated that library staff had followed NWRL policy guidelines.

New Business:

- A. Approval of Hotspot Grant final report: Matzke/Nelson moved to approve the Hotspot Grant final report. Carried.**
- B. Board Meeting Schedule:** It was the general census to continue meeting as a NWRL Board via Zoom.
- C. CARES Act funding for Libraries:** Three Regions received CARES Act funding for their libraries. Unemployment rates and broadband availability were among criteria for the libraries eligible for the funding. Our Region did not receive funding.

Next Meeting: October 15, 2020 at 4:30 pm

Meeting Adjourned

Respectfully submitted.

Gracia Nelson, Secretary