

**Northwest Regional Library Minutes  
February 18, 2021**

*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, Cheryl Matzke, Darlene Bates, Michele McCraw, Rob Burkel, Judi Pulczynski, Deland Swanson, Charlie Lindberg, Heni Lindberg, Carmen Harmoning, and Glenice Johnson

**Others present:** NWRL Director Jim Trojanowski

**Call to Order:** Chair D Tveitbakk called the meeting to order at 4:30 pm.

**Public Comments:** None.

**Approval of the Agenda:** R. Burkel/M. McCraw moved to approve the agenda. Carried.

**Introductions:** Introductions were made and Carmen Harmoning, representing Red Lake County, was welcomed as a new board member.

**Approval of Minutes:** C. Moe/C. Lindberg moved to approve the January 21, 2021 minutes. Carried.

**Approval of the Financial Report:** C. Matzke/R. Burkel moved to approve the January 21, 2021 Financial Report. Carried.

EFT payments check numbers 729 to 736 for a total of \$8162.57  
Check payments numbered 9871 to 9896 for a total of \$31,781.25

**Reports:**

- A. Directors Report: Director Trojanowski advised the board that Amanda Walton has begun work as the new Office Manager. Kerri has agreed to train her remotely.

Two staff members at NWRL headquarters are out with COVID. Existing staff are taking up the slack, but the branches were notified that some services may be interrupted. In addition, the February Financial report was abbreviated but will be included with the March 19<sup>th</sup> Financial Report.

NWRL will receive \$69,552 in RLTA category 3 funds. Jim stated that he would like to use the new funding for data plans for existing hotspots, renew the Zoom and Brainfuse subscriptions, purchase software that would register and track users for reading programs and provide additional funding for Overdrive and Hoopla. NWRL received \$40,000 last year which was used to purchase Chromebooks, wireless hotspots, and digital collections. A number of new books were purchased this past month.

Director Trojanowski reported that although Governor Walz's budget did not include money for libraries, there is money for a library advisory group to make recommendations to rewrite library statutes. All 12 regional library boards have

approved the proposed RLBSS funding request. Mark Johnson has agreed to be the chief author in the Senate.

An advertisement has been placed for a sub delivery driver and for someone to clean the headquarters. These will remain open until filled.

Using Legacy funds, NWRL has added Creativebug, a collection of How to Art and Craft videos by Joann Fabrics.

The DNR is offering a free park pass to several counties that qualify for medium household income or number of children that qualify for free lunches during the month of June. There is an application process and more information is forthcoming.

- B. **Circulation:** Greenbush and Godel branches usage is up, but in part because of COVID, Circulation continues to be down. Brainfuse is lightly utilized and there was a discussion on how to further promote the program. Overdrive usage was down from January 2020.

**Old Business:** None

**New Business:** None

**Next Meeting:** March 18, 2021 4:30 pm

**Meeting Adjourned at 5:25 pm**

**Respectfully submitted.**

**Gracia Nelson, Secretary**