

Northwest Regional Library Minutes
May 20, 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: Samantha Winger, Gracia Nelson, Darryl Tveitbakk, Darlene Bates, Michele McCraw, Glenice Johnson, Charlie Lindberg,

Others present: NWRL Director Jim Trojanowski.

Call to Order: Chair D Tveitbakk called the meeting to order at 4:32 pm.

Public Comments: None.

Approval of Agenda: G. Nelson/S. Winger moved to approve the agenda. Carried.

Approval of March Board Minutes: M. McCraw/D. Bates moved to approve the March Board Minutes. Carried.

Approval of the April Executive Committee Minutes: M. McCraw/C. Lindberg moved to approve the April Executive Committee Minutes. Carried

Approval of the financial check and electronic payment report: G. Nelson/C. Lindberg moved to approve the financial check and electronic payment report. Carried.

EFT payments check numbers 746 to 753 for a total of \$5,569.72
Check payments numbered 9955 to 9987 for a total of \$46,733.42

Approval of RLBSS Application: We have not received dollar information from the state so the RLBSS Application will be approved at a future meeting when we receive those figures.

Reports:

Directors Report: Director Trojanowski reported to the board that the Thief River Falls Library is now open without an appointment and the mask mandate has been lifted for all the branches. Jim has requested that branch librarians start thinking about steps toward more fully reopening the libraries. He is hoping that by mid-summer the branches will be open completely for programs and usage of meeting rooms.

NWRL has received five park passes: two going to Thief River Falls, one to Hallock, one to Warren and one to Roseau. However, they will be made available to all the branches. At this time, persons wanting to use the passes will have to apply in person at the library as they will not be listed in Evergreen. The passes will be available for one year, and can be checked out for one week at a time

Until a new Office Manager is hired, Jim has been doing the bookkeeping. He has received some assistance with payroll information from Brady Martz. Jim was tasked with researching the probability and cost to NWRL if Brady Martz were to be hired to do the bookkeeping. NWRL has been given a 6-week extension to complete the yearly Audit.

Circulation Report: Circulation continues to be down due to COVID, but it is expected to pick up with the mask mandate lifted and all branches are open. Hoopla has been popular and Overdrive usage is down

Summer reading registration starts this coming Monday with the summer reading program beginning on June 1st.

Next Meeting: Executive board meeting on June 17, 2021 at 4:30 pm
Full board meeting on July 15, 2021 at 4:30 pm

Meeting Adjourned at 5:34 pm

Respectfully submitted.

Gracia Nelson, Secretary