

**Northwest Regional Library Notes
Executive Meeting
June 17, 2021**

Several members of the Northwest Regional Library Board met by using web conferencing Zoom. Their votes during the meeting were submitted by board members answering aye or nay.

Present: Darryl Tveitbakk, Gracia Nelson attended in person and Cheryl Matzke and Charlie Lindberg attended the meeting by Zoom

Others present: NWRL Director Jim Trojanowski

Call to Order: Chair D Tveitbakk called the meeting to order at 4:29 pm.

Public Comments: None.

Approval of the Agenda: Lindberg/Matzke moved to approve the agenda. Carried.

The May minutes were reviewed and will be accepted at the July meeting.

Approval of the Financial Report: Matzke/Lindberg moved to approve the Financial Report. Carried.

EFT payments check numbers 761 to 768 for a total of \$9068.88
Check payments numbered 9991 to 10040 for a total of \$24,750.12

Approval of RLBSS Application: Nelson/Matzke moved to approve the renewal of Certificate of Deposit with Citizens State Bank. Carried.

Reports:

Directors Report: Director Trojanowski reported that the legislature did not include an increase in funding for RLBSS in the K-12 Education budget. The RLBSS application is due July 1st and is based on the 2021 funding as per the State Library Services.

We will be receiving \$78,000 in American Rescue Plan Act (ARPA) funding through MDE. Jim has requested that staff make suggestions as to how the money can be spent; it cannot be used for marketing, snacks or meals, capital, or to fund staff existing positions.

There have been no new applications for the Office Manager position. The executive committee discussed possibilities regarding help with NWRL accounting to include payroll. Jim will be researching this further.

The audit is due the end of June. Brady-Martz applied and was approved for a 75-day extension.

Jim has been working on updating the Strategic Plan.

Circulation: With all libraries open for customers, circulation is up. Libraries have not started programming

Some of the links in the NWRL website are not working correctly. Jim will contact Wyatt to review the NWRL website.

The DNR park pass program has been having some problems.

Next Meeting: Full board meeting on July 15, 2021 4:30 pm

Meeting Adjourned at 5:45 pm

Respectfully submitted.

Gracia Nelson, Secretary