

**Northwest Regional Library Minutes
December 16, 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: Darryl Tveitbakk, Cheryl Matzke, Darlene Bates, Michele McCraw, Rob Burkel, Gracia Nelson, Charlie Lindberg, Glenice Johnson, Sam Winger, and Marita Becker.

Others present: NWRL Director Jim Trojanowski and Stephanie Johnson

Call to Order: Chair D. Tveitbakk called the meeting to order at 4:33 pm.

Public Comments: None.

Approval of the Agenda: R. Burkel/C. Matzke moved to approve the agenda. Carried.

Approval of Minutes: M. McCraw/G. Johnson moved to approve the October 21, 2021 NWRL board minutes and the November 18, 2021 Executive Committee minutes. Carried.

Approval of the Financial Report: G. Nelson/C. Matzke moved to approve the November 18, 2021 Financial Report. Carried.

EFT payments check numbers 729 to 736 for a total of \$7,782.21

Check payments numbered 10193 to 10223 for a total of \$18,946.87

Reports:

- A. Directors Report: Director Trojanowski advised the board that Bethany Hait has been hired for the librarian position at Thief River Falls and will began work on January 25, 2022. Michelle Nelson has been hired as the NWRL Office Manager. Her first day of work will be January 2, 2022. Stephanie has agreed to stay on until January 14th to do the training.

Two people are interested in the substitute delivery.

Jim has been working to reduce the number of items with an average of three or more holds per copy.

Stephanie is continuing to work on the financial records and preparing for the audit that will take place in January.

The delivery van hit a deer in August and is in the shop getting fixed. The hood is on back order and will be replaced later when it comes in.

Marita Becker, Greenbush representative, was welcomed as a new board member. Members whose terms are up are: Heni Lindberg, Sam Winger, Cheryl Matzke, Darlene Bates, Glenice Johnson. Sam and Cheryl are interested in serving on the

NWRL board for another term. Darlene declined. Jim will contact Heni and Glenice to see if they are interested in another term. After the 2022 roster is updated, Jim will email a copy to board members.

- B. Circulation: Circulation appears to be up at all the branches compared to 2020. Grygla may have its highest circulation ever and Greenbush is higher than two years ago. Roseau and Thief River Falls branches are lagging a bit. All branches are willing to do curb side pickup. There were complaints that not all the newspapers were up to date. Jim will check on this. Hoopla has over a million titles and is less costly per use than Overdrive.

C.

Approval of 2% Cola for all NWRL positions: G. Nelson/C. Matzke moved to approve a 2% Cola for all NWRL positions to include the substitute drivers. Carried.

Election of 2022 Officers: M. McCraw/S. Winger moved to accept the following slate of officers for 2022: Carried

Chairman: Daryl Tveitbakk

Vice Chair: Samantha Winger

Secretary: Gracia Nelson

Treasurer: Cheryl Matzke

Member at Large: Charlie Lindberg

Next Meeting: Executive Committee January 20, 2022
Full Board Meeting February 17, 2022

C. Lindberg/G. Nelson moved to adjourn the meeting at 5:25 pm. Carried