

Northwest Regional Library Board
Thursday, October 12, 2023
4:30 PM

Present: Roy Sourdiffe (Pennington County), Samantha Winger (Marshall County), Charlie Lindberg (Kittson County), Cheryl Matzke (Red Lake Falls), Jean Johnson (Roseau), Rob Burkel (Pennington County), Nathan Guillemette (Red Lake County), Anita Locken (Greenbush), Scott Pream (Thief River Falls), Keri Youngstrand (Marshall County)

Absent: Gracia Nelson (Roseau County), Heni Lindberg (Warroad), Sandy Melby (Warren), Ryan Richardson (Thief River Falls), Loren Younggren (Kittson County)

Others Present: Jim Trojanowski, Michelle Nelson

1. **Call to order:** Board Chair Roy called meeting to order at 4:30pm.
2. **Chair Comments:** None
3. **Public Comments:** None
4. **Approval of Agenda:**
 - a. Addition to the agenda regarding interactive attendance
 - b. Scott Pream moved to accept the agenda with addition, Charlie Lindberg seconded; motion carried.
5. **Financial report:** Charlie Lindberg moved to accept the financial report, Scott Pream seconded; motion carried.
6. **Approval of August 2023 Board meeting minutes:** Charlie Lindberg moved to approve the August 2023 Board meeting minutes, Scott Pream seconded; motion carried.
7. **New Business**
 - a. **Advertising/Hiring Cleaning:** Jim will look into finding a cleaner for headquarters with approval to offer up to \$80.00 per week. Scott Pream moved to approve, Charlie Lindberg seconded; motion carried.
 - b. **Advertising/Hiring for Automation Coordinator.** Adjustments are to be made to the essential duties and responsibilities. We will be advertising locally and on job boards throughout our regions, our website and possibly Indeed. Jim, Keri and personnel committee will be involved in the search. Scott Pream moved to approve the search process, Jean Johnson seconded; motion carried.

8. Old Business

a. Budget discussion: None

b. Evergreen partnership with LARL: Discussed and will not be brought up until a later date. Contract will be sent out to all board members and included in the board member orientation packets.

9. Committee Reports

a. Website: Charlie Lindberg reported on our website.

b. Personnel: Anita Locken moved to accept the bylaws as amended, Sam Winger seconded; motion carried.

2. The board will be inviting 2 librarians to each meeting to give a report.

c. Building: None

d. Joint Powers: Discussion

e. Technology Policy Review: None

10. Open Discussion

Anita brought up the topic of relationships between board and employees. The board does not want to feel unapproachable. Keri does not want it to be that the staff has to go through Jim to get to the board. Discussion

11. Reports

a. Director

b. Circulation

12. Adjourn: Nathan Guillemette motioned, Rob Burkel 2nd, motion carried. Meeting ended at 5:50pm.

Next meeting: November 14, 20023 Board Meeting