

NWLS Board of Trustees

January 12, 2019

10:00 A.M.

Go-To-Webinar (with NWLS HQ open for in-person attendees)

1. Call to Order/Roll Call

Jeff Burke called the meeting to order at 10:04 am.

Present: Samuel Pomush (Douglas County), Ron Leino (Douglas County ~ online), Buzz Byrne (Burnett County ~ online), Dian DeLong (Sawyer County), Jocelyn Ford (Washburn County ~ online), Kathryn McKenzie (Douglas County ~ online), Jeff Burke (Vilas County), Laura Rachford (Burnett County ~ online), Clarence Campbell (Ashland County), Jim Crandall (Bayfield County), Vivian Markley (Douglas County ~ online), Jim Bassett (Sawyer County ~ online), Susan Hendrickson (Douglas County), Courtney Dietsche (Douglas County ~ online), Opal Roberts (Iron County ~ online), Donna Knuckey (Winter Public Library ~ online). Sherry Machones (Director), Michelle Gostomski (Office Manager), Benjamin Whytsell (Network Support Specialist), Heather Daoust (Mail-A-Book~ online).

Absent: Connie Cogger (Bayfield County), Sandy Mackie (Washburn County),

2. Guest Comments

None.

3. Approval of the November 10, 2018, Board of Trustees Meeting Minutes

Motion by Samuel Pomush, second by Susan Hendrickson to approve the November 10, 2018, Board of Trustees Meeting Minutes. Motion carried unanimously.

4. Election of Officers

Jeff Burke requested that Michelle Gostomski entertain nominations of officers. Laura Rachford moved to nominate Jeff Burke as President. Motion by Susan Hendrickson, second by Samuel Pomush to elect Jeff Burke as President. Motion carried unanimously. Jim Crandall moved to nominate Sandy Mackie as Vice-President. Motion by Jim Crandall, second by Susan Hendrickson to elect Sandy Mackie as Vice-President. Motion carried unanimously. Susan Hendrickson moved to nominate Clarence Campbell for Treasurer. Motion by Jim Crandall, second by Susan Hendrickson to elect Clarence Campbell for Treasurer. Motion carried unanimously.

5. Approval of November and December 2018 NWLS Expenditures

Motion by Kathryn McKenzie, second by Susan Hendrickson to approve the November and December 2018 NWLS Expenditures. There was a question about the \$15,000 LSTA Delivery Grant and if NWLS has received it as planned. Sherry Machones reported that official notification from DPI was received and that we have been awarded the full grant, but the funds have not been deposited. Motion carried unanimously.

6. Approval of December 31, 2018, Financial Statement and Budget Report – Pending Audit
Motion by Kathryn McKenzie, second by Susan Hendrickson to accept the December 31, 2018, Financial Statement and Budget Report – pending the audit. Kathryn McKenzie asked if funds from the general fund were moved to cover the LSTA delivery grant. Michelle Gostomski stated that the funds were only to be moved if we were notified that we would not receive the grant. Motion carried unanimously.

7. Director's Report

Updates from member libraries:

- Winter has the municipality of the Town of Couderay as their fiscal agent and Sawyer County approved of the new Joint Library Agreement.
- Eagle River has reopened the search for a new director.

Updates from the system:

- The network cable was installed by LDF in early December and then the hardware and software required for Merlin was installed on December 11. Next week NWLS and IFLS staff will be on site to determine how training and cataloging will proceed. Dates are scheduled for February for on-site training/cataloging.

Updates from the Director:

- PLSR: The final draft has not yet been produced by the steering committee after the feedback period in December.
- November was filled with training two new staff members and prepping for how we would handle the annual report season. The first weeks of January have been filled with training and preparing the pre-filled form for our members annual report.
- Meetings attended: Winter Board meeting, LD&L, DPI, WVLS, Sawyer County Board meeting, ALA, WLA.
- Looking forward: We will need to have a very short online meeting on February 23rd at 10am (online) to pass our Annual Report in time for the deadline. I will be on vacation from January 16-23; at the ALA Midwinter Conference from January 24-29; at SRLAAW, Wisconsin Library Legislative Day, Superior Days, and the WLA Board meeting throughout the week of February 11th; and attending (the only person invited from Wisconsin) ALA's National Library Legislative Day event from February 24-26.

8. Adjourn

Susan Hendrickson moved to adjourn the meeting at 10:36 a.m. Samuel Pomush seconded.

Respectfully submitted,

Sherry Machones, Director