

Prairielands Governing Board Meeting

Saturday, March 6, 2021 – 10 a.m.

Online

Marshall, MN

Present: Jan Louwagie, Special Library Representative; Deb Lanthier, Public Library Representative; Dennis Ulrich, Pioneerland Library Representative; Deb Forbrook, School Library Representative; Kate Borowske, Academic Library Representative; Shelly Grace, Prairielands; Maureen Keimig, Prairielands.

President Louwagie called the meeting to order at 10:00 a.m.

Borowske motioned to adopt the agenda as presented; Ulrich seconded. Motion carried.

(Agenda Item 3) Borowske motioned to approve the December 5, 2020, minutes; Lanthier seconded. Motion carried.

Special Guest: Matt Taubert (Accountant): Auditor's Report

Matt Taubert presented the Auditor's Report for the fiscal year ending June 30, 2020, to the Board. Result of Internal Audit Report showed no instances of non-compliance other than 'lack of segregation of duties' and 'lack of someone with expertise to do financial duties', which are common in a small organization like Prairielands. Ulrich motioned to accept the report as presented; Borowske seconded. Motion carried.

(Agenda Item 4) Prairielands Activities

Prairielands will begin promoting the Teen Summer Read Grant for 2021 in April. Camp Read A Lot will be virtual again this year.

Grace discussed the latest Member Council Meeting Minutes with the Board. She has decided not to pursue her proposal to use Prairielands 2020 funds towards a study of successful social services in small and rural libraries. Grace had asked the Member Council if they had ideas for a project for Prairielands. She is working on a new page on the Prairielands website for programming ideas.

There were no minutes to review for the School Library Committee since they did not meet.

(Agenda Item 5) Director's Report, December-February. Grace reviewed her Director's Report with the Board. Grace has registered for a course with ALA on the use of artificial intelligence in libraries and has joined the planning committee for the next MLA Conference.

(Agenda Item 6 a-b) Financials

Grace reviewed the Financials with the Board. Lanthier motioned to accept the quarterly financial report and funds review as presented; Borowske seconded. Motion carried.

(Agenda Item 7) Strategic Plan

From the most recent Community Conversation on continuing education, it came across that Prairielands should do tutorials on more high- level functions.

(Agenda Item 8) Personnel

The Prairieland's Executive Director's annual review must be completed by May 15, 2021. President Louwagie and Borowske agreed to do the review.

Borowske motioned to adjourn; Lanthier seconded. Motion carried. Meeting adjourned at 10:51 a.m.