

## **Prairielands Governing Board Meeting**

Thursday, Sept 5, 2019 -6:00 p.m.

Volstead House Museum

Granite Falls, MN

### Minutes

Present: Theresa Nysetvold, School Library Representative; Dennis Ulrich, Pioneerland Library Representative; Clara Friese, Plum Creek Library Representative; Kate Borowske, Academic Library Representative; Jan Louwagie, Special Library Representative; Shelly Grace, Prairielands; Maureen Keimig, Prairielands.

President Nysetvold called the meeting to order at 6:00 p.m.

Friese motioned to accept agenda as given; Borowske seconded. Motion carried.

#### (Agenda Item 3) June Minutes

There were no additions or corrections to the minutes of the June 6, 2019 Governing Board meeting. Ulrich motioned to accept the minutes as presented; Borowske 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, 2019, 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. Louwagie motioned to approve the Auditor's report as presented; Friese seconded. Motion carried.

#### (Agenda Item 4) Prairielands Activities

Teen Co-Op discussed creating new Teen Programming Kits. Grace passed around to the Governing Board the survey responses received from teens and librarians of what type of kits they preferred. Co-Op Members along with Grace and Keimig will research pricing on the various kit themes to present at the next Teen Co-Op meeting.

There were no Minutes for the Member Council or the School Library Committee since they were unable to meet.

#### (Agenda Item 5) Director's Report, June-August.

Grace reviewed her Director's report with the Board. Grace talked to the Board about Prairielands purchasing a new copier since the current one does not connect to the internet in our new office. The Governing Board approved purchasing a new copier. Grace talked about Prairielands upcoming online conference. The theme is 'libraries serving everyone' and Grace has already lined up two presenters. One will talk about serving international patrons and the other about serving elderly library patrons. Grace is still looking for someone to talk about serving patrons with disabilities.

#### (Agenda Item 6) Financials

Grace updated the Board on the quarterly fund report and the Prairiелands funds review. Grace shared the proposed budget for the year. Friese motioned to approve the proposed budget; Borowske seconded. Motion carried.

(Agenda Item 7) Review of Prairiелands Programs

Grace stated that the programs start out strong and then interest seems to dwindle. One Board Member suggested that Prairiелands do a synchronized monthly Zoom meeting with Prairieland members to talk about library themes. Grace will run this by the Member Council at their next meeting.

(Agenda Item 8) Other

There were no comments for this agenda item.

Borowske motioned to adjourn; Louwagie seconded. Motion carried.

Meeting adjourned at 7:57 p.m.