

**Prairielsands Governing Board Meeting**  
Saturday, December 4, 2021 – 10:00 a.m.  
Online  
Marshall, MN

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

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

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

(Agenda Item 3) There were no additions or corrections to the September 2, 2021, Governing Board Meeting minutes. Louwagie motioned to approve the minutes; Borowske seconded. Motion carried.

(Agenda Item 4) Prairielsands Activities

Twenty-one libraries registered for the 2021 TeenTober Grant. Prairielsands has already reimbursed \$1,806.95 in grant funds to fifteen of the applicants.

Grace had asked the Member Council for input on two suggestions from the Teen Co-Op: support for Public/School Library cooperation and for support of school libraries with summer/Covid slide. The Council viewed these as individual library concerns, not area wide, and saw no need for Prairielsands to intervene.

The Member Council had suggested that Prairielsands create a grant to help with programming tools for 'Take and Make' kits at libraries. The Board wanted to know more about the grant proposal. Grace will take the proposal back to the Member Council for guidelines on what Prairielsands will help the libraries purchase and the amount that should be given.

The next online conference will be on February 4<sup>th</sup>, 2022. Linda Bruno will present a webinar titled 'Understanding Compassion Fatigue in Your Library' in the morning, and Mary Jordan will present 'All Stressed Out, But Does Anyone Notice?' in the afternoon.

The School Library Committee did not meet. Grace updated the Board on the ARPA Grant Funds. Fifty-four school libraries have applied for the grant. Five of the applicants have already requested reimbursement and \$2473.41 has been reimbursed so far. Grace said that since many of the school library contacts are not familiar with the difference between invoices and proof of payment, staff have needed to work more closely with the schools to get the proper documentation.

(Agenda Item 5) Director's Report, September - November. Grace reviewed her Director's Report with the Board.

(Agenda Item 6 a-c) Financials

Grace reviewed the Financials with the Board. Borowske asked if Prairielands could use some of the reserve funds to either increase grant funds or offer to the libraries for something they can use that's not in their regular budget. Grace will talk to the State Librarian about how we can spend the money to help libraries. Ulrich motioned to accept the quarterly financial report funds review, and revised budget as presented; Louwagie seconded. Motion carried.

(Agenda Item 7) Strategic Plan

Grace discussed progress on the requirements of the Strategic Plan with the Board. Information on continuing education for library staff moved from the former Continuing Ed Page to the News Brief. Fulfilling part of the joint multitype strategic plan, the Multitype directors presented at MLA this year. One item on Prairielands' plan that Grace has struggled with is archiving the Prairieland's Brief. She talked to the Member Council about options for archiving it, but the Council didn't see the need. One of the Board members asked if members could archive the articles that they wanted to save themselves. The Board decided to put archiving the Brief on the back burner for now.

Meeting adjourned at 11:23 a.m.