

**Prairielands Library Exchange
Governing Board Meeting
Thursday, September 7, 2023
6pm Virtual**

1) Attendance

- a. Bethany Kauffman, Cathy Craun, Lisa Spieker, April Prohl, Jan Louwagie

2) Additions and Amendments to Agenda

- a. None
- b. Motion to approve as written: Spieker

3) Approval of Minutes

- a. Motion to approve: Craun, seconded by Prohl

4) PLE Activities

- a. Teen Programming kits are being updated. Georgia McCroy is helping update the Pioneerland kits by having the kids do unboxing videos while including critiques and feedback. Emilrose Rasmusson is running a D&D training for staff, PLE will be hosting the zoom. Louwagie asked if McCroy would be interested in joining the Governing Board. Kauffman will ask her to join. Teen CoOp will help with book selection for CRAL 2024. This year had 65 people attend, 35 of whom attended in person.
- b. Member Council meeting was very quiet with lots of approval. Kauffman reported they've requested her to not to ask folks from the Member Council to do things until mid-September. Kauffman made connections with the Willmar director for Pioneerlands to access programming kits.
 - i. Hoffman inquired about the number of people applying for scholarships, and if there is a cap to this. Craun asked about the current state of reserves. Kauffman gave updated numbers. Louwagie suggested checking in at each meeting, but not capping it right now. Kauffman shared records of scholarship requests. The general agreement was not to limit the number of scholarship requests at this time.

5) Director's report

- a. School Library data Committee continues to meet, and the workload is decreasing. The statewide School Library Census is still an ongoing process. More information has been given in terms of focal direction and timeline.
- b. The Ebooks MN community has requested more and better input from people residing in the greater Minnesota area. Kauffman will be filling this role.
- c. The PLE audit went well, we have the highest rating for our type of organization. All documentation is currently on paper. The new recommendation is to add a digital copy of all paperwork as a back-up. Considering the significant budget changes this year, the auditor's recommendation is to have one year of reserves under the old budget.

6) Financials

- a. The governing board members held a discussion of anticipated spending ideas.
- b. Kauffman shared information about grants including creation, promotion, and launch plans. Kauffman also summarized grants planned for the rest of the year. Appreciation was noted by several members for grants' focus on collaboration.

7) Funds Review

- a. PLE received an increase from last year.
 - i. Motion to approve: Prohl, seconded by Craun.
 - ii. Approved as presented.

8) Upcoming Governing Board Meetings

- a. Saturday December 2, 2023
- b. Saturday March 2, 2024
- c. Thursday June 6, 2024

9) Additional business:

- a. Spieker mentioned the battery usage of teen kits- the place that gets the kits also gets the batteries. Spieker also gave a warning to avoid gun-appearances when purchasing the new laser tag kits. This was passed on from some of the youth who have used the old kits. Congratulations were also given to Prohl regarding her new position as a teacher. Craun asked when Kauffman could be free to visit. Options of dates were given.

10) Closing

- a. Louwagie motioned to adjourn. Prohl seconded. All approved.