

NLLN Governing Board
Executive Committee

MINUTES

May 13, 2009
Graystone Hotel, Detroit Lakes

1. Present: Paul Bursik, Erika Rux, Joyce Kalbakdalen, Ruth Solie
2. Director's Review: Stan Iverson submitted a consolidated report from the Governing Board members' review of Director, Ruth Solie. All feedback was positive and there were no concerns with performance. The report was reviewed with the Director and will be placed in the office files. Ruth expressed her thanks and appreciation for being able to work with such a fine organization and capable Board.
3. The Director's Salary for FY2010: It was moved and seconded (Kalbakdalen/Rux) to increase the Director's base salary by 5% to reflect both cost of living and merit increases. MCU.
4. Additional compensation in lieu of health benefits: It was moved/seconded (Kalbakdalen/Rux) to increase this to \$750/month for Ruth and pro-rate this for Deb Keena at \$375/month. MCU.
5. Discussion of the Office Manager position wages: Board suggested that rather than place a range or cap on wages, for this year the additional health benefit would be the mechanism for an increase in hourly wage.
6. Review of FY2009 Budget year-to-date: the budget was reviewed and all seems to be on target. It is hoped that we will end the fiscal year with no more than 10% of unexpended income from the state operating grant.
7. Discussion of possible reorganization of NLLN staffing: this was discussed in terms of adding another full time professional position. Board members felt that adding professional staff at this time would provide exciting possibilities, but determined that unknown economic outlook and uncertainty of legislative actions makes this an inopportune time to pursue a fundamental change. This can be re-visited in the future, but a more traditional budget should be set for FY2010.
8. Review and adjustment of FY2010 Draft Budget: the Draft budget as presented by Ruth was discussed and adjustments made. More funds will be allocated both from the Operating Grant and from the Board designated reserves for Continuing Education and Special Projects. Some reductions will be made in the area of the North Star Library Consortium training, CatExpress costs, and equipment purchasing to reflect anticipated expenses in these areas. The Draft budget was approved in concept and will be presented to the full Board for approval at the June meeting.
9. Strategic Plan 2008-2010: this was reviewed and will be recommended to the full Board in June without change.
10. Nominating Committee: The Executive Committee will recommend the following officers for election in June: President – Paul Bursik; Vice-President – Walt Dunlap; Secretary – Erika Rux; Treasurer – Joyce Kalbakdalen.
11. There being no further business, the meeting was adjourned.

Submitted by Erika Rux, Secretary