

## AGENDA

**Northern Lights Library Network  
February 18, 2012  
Governing Board Meeting  
10 a.m. – 12 p.m.  
Lunch:  
12 p.m. – 1 p.m.  
119 Graystone Hotel, Lower Level**

1. Call to Order
2. Adopt or amend the agenda
3. Approval of the Minutes December 10, 2011
4. Approval of Financial Reports
5. Old Business
  - A. Fund Balance Policy in the Northern Lights Library Network Policy Manual, description of fund balances
  - B. Scholarships and Professional Engagement
6. New Business
  - C. Welcome new NLLN Board member representing Kitchigami Regional Library System: Richard D. Anderson, Solway, Minnesota, Beltrami County Commissioner. **OATH OF OFFICE.**
  - D. Second Operating Grant Payment of the Fiscal Year
  - E. NLLN Budget review: Increase 5510 and rename 5535.
  - F. NLLN Certificates of Deposit (CD), Money Market fund, and Minnesota quarterly payment
  - G. Pay Equity Report Minnesota Management & Budget (MMB)
  - H. Office Manager job description
  - I. CrossCheck Consulting
  - J. Grants or projects increase cost of administration from 7%-12% to 20%.
  - K. Performance Management Leadership Institute, Minnesota Council on Nonprofits, board member attendance at March 13 (Lina Belar) and June 19 (Ruth Holmgren) meetings
  - L. NLLN's Insurance Policy (Directors and Officers and Employee Liability)
  - M. Public Relations Plan, Strategic Plan, and Annual Meeting
  - N. Press Release
  - O. Minnesota Literacy Initiative (NLLN)
    - School Library Data Project and the National Center for Education Statistics
    - Spotlight on Books

- Minnesota Author John Coy to visit region
  - Destiny Training through AdobeConnect
  - E-book discussion through AdobeConnect.
  - Minnesota Book Awards
  - MEMO Portable U Winter Event
- P. Friends of the Moorhead Library Board 501.c3 status
- Q. Minnesota Library Association Public Library Division member-at-large
- R. Library Strategies, Toni Garvey
- S. College & Research Libraries reviewer
- T. "Get Out and Vote in 2012"
- U. Six month performance evaluation of executive director
- V. Kathy Enger vacation March 8, 12, 13, 14
- W. Other

Educational Keynote: *Principles & Practices for Nonprofit Excellence* review

**Next Meeting:  
April 21, 2012, Annual Meeting  
Location to be Announced**

**If you are unable to attend the April meeting, please contact your alternate or let the Northern Lights Library Network Office know as soon as possible. Call 1-800-450-1032 or send message to: [kbenger@nlln.org](mailto:kbenger@nlln.org). Thank you!**