

**Kitchigami Regional Library System
Board Meeting June 17, 2021 6:00 p.m.
Kitchigami Headquarters Building, Pine River, MN**

Board members present: Reed Olson, Bill Brekken, Tom Krueger, Murlyn Kreklau, Mary Koep, Phyllis Eck, Tom Conway, George Deiss

Board members present virtually: Nancy Erickson, Nicholas Seitz, Mary Beth Hansen

Board members absent: Neal Gaalswyk, Carla Jones-Leecy, Brent Norman

Others present non-voting: Director Stephanie Johnson, Carol Christensen, Megan Lysford, Terria Rohloff

Acting Chair Tom Conway called the meeting to order at 6:00 p.m.

Approval of Agenda **Motion by Mary Koep, seconded by Bill Brekken, to approve the agenda as presented. Motion carried unanimously.**

Consent Agenda **Motion by Tom Krueger, seconded by Reed Olson, to approve items A-D on the Consent Agenda:**

- a. Minutes: May 2021
- b. Bills: May – June 2021
- c. Financial Statements: May 2021
- d. Director's Report

Motion carried unanimously.

Fund Balance KRLS Budget Committee members gave the full board a report of their June 9, 2021 meeting about KRLS Committed Funds. It was determined that funds should be functional and be used.

2022 Operating Budgets: 1st draft cities and counties Director Johnson explained 2022 KRLS draft budgets using Hubbard County and Park Rapids as examples since all cities and counties follow the same principles. Acting Chair Tom Conway recommended members take the draft budgets to their city and county treasurers for review. KRLS Board members can contact Director Johnson for adjustments or explanations to produce second drafts for the regular July KRLS Board meeting. Secretary Mary Koep thanked the Budget Committee and staff for the well put together draft budgets.

Policy Manual RFP **Motion by George Deiss, seconded by Reed Olson, to approve the draft RFP for Personnel Policy and Procedure Rewrite as presented. Motion carried unanimously.**

Motion by consensus to adjourn at 6:37 p.m.

Minutes respectively submitted by Administrative Assistant Carol Elizabeth Christensen.

Minutes signed by Board Secretary, Mary Koep

Date


