

**Kitchigami Regional Library System
Board Meeting, May 15, 2025, 6:00 p.m.
Kitchigami Headquarters Building, Pine River, MN**

Board members present: Jeremy Engholm (Park Rapids), Tom Krueger (Hubbard Co.), Neil Tobiason (Longville), Brent Norman (Pine River), Scott Bruns (Cass Co.), Murlyn Kreklau (Wadena Co.), George Deiss (Wadena), Mary Koep (Brainerd)

Board members present by interactive technology: Don Johnson (Blackduck, alt.), Joe Gould (Beltrami Co.)

Board members absent: Lynn Eaton (Bemidji), Mary Beth Hansen (Walker), Jamie Lee (Crow Wing Co.), Diane “Anne” Sevenich (Cass Lake)

Others present non-voting: KRLS Director Melissa Whatley, Admin Asst. Svetlana Lang, Dan Touchette, Terria Rohloff

Chair Tom Krueger called the meeting to order at 6:00 p.m. and requested participation in reciting the Pledge of Allegiance.

KRLS Oath of Office None.

Approval of Agenda There were no changes to the agenda; however, Director Whatley noted that there were several handout documents available with information that had been updated the morning of the meeting.

Motion by George Deiss, seconded by Jeremy Engholm, to approve the agenda and additional documents. Roll call vote was taken. Yes: Jeremy Engholm, George Deiss, Tom Krueger, Brent Norman, Scott Bruns, Mary Koep, Murlyn Kreklau, Neil Tobiason, Don Johnson, Joe Gould. **Motion carried unanimously.**

Public Input There was no public input.

Consent Agenda Director Whatley informed the board that the digital equity grant mentioned in her report had been terminated at the federal level and is no longer available. She also described Legacy Outreach’s events and summer craft kits.

Motion by Mary Koep, seconded by Neil Tobiason, to approve the consent agenda Items A-E.

- a. Minutes: March 2025
- b. Bills: March – April 2025
- c. Financial Statements: March - April 2025
- d. ACHF FRF
- e. Director’s Report

Roll call vote was taken. Yes: Jeremy Engholm, George Deiss, Tom Krueger, Neil Tobiason, Brent Norman, Scott Bruns, Mary Koep, Murlyn Kreklau, Neil Tobiason, Don Johnson, Joe Gould. **Motion carried unanimously.**

Old Business --
April CD Renewal
Confirmation

Motion by Jeremy Engholm, seconded by Brent Norman, to approve renewal of CDs #18280 and #18282 at Security Bank and to cash out CD 18279 and re-invest it at First National Bank North per the decision of the Executive Committee. Roll call vote was taken. Yes: Jeremy Engholm, George Deiss, Tom Krueger, Neil Tobiason, Brent Norman, Scott Bruns, Mary Koep, Murlyn Kreklau, Don Johnson, Joe Gould. **Motion carried unanimously.**

2026 KRLS Budget Development

Motion by Tom Krueger, seconded by Murlyn Kreklau, for Melissa Whatley to search for a classification/compensation study vendor and bring the list of quotes to the Board Personnel Committee to review and approve. Roll call vote was taken. Yes: Jeremy Engholm, George Deiss, Tom Krueger, Neil Tobiason, Brent Norman, Scott Bruns, Mary Koep, Murlyn Kreklau, Don Johnson, Joe Gould. **Motion carried unanimously.**

Motion by George Deiss, seconded by Jeremy Engholm, for Director Whatley to develop a 2026 first draft budget with a 2 percent COLA and a 2 percent Step increase for staff and then bring it for review to the Budget Committee and the Board in June. Roll call vote was taken. Yes: Jeremy Engholm, George Deiss, Tom Krueger, Neil Tobiason, Brent Norman, Scott Bruns, Mary Koep, Murlyn Kreklau, Don Johnson, Joe Gould. **Motion carried unanimously.**

City of Wadena Capital
Appropriation Request

Motion by Brent Norman, seconded by Mary Koep, for the Board to approve the release of \$13,000 from the Capital Appropriation Reserve to the City of Wadena for improvements to their HVAC system. Roll call vote was taken. Yes: Jeremy Engholm, Tom Krueger, Neil Tobiason, Brent Norman, Scott Bruns, Mary Koep, Murlyn Kreklau, Don Johnson, Joe Gould. Abstention: George Deiss. **Motion carried.**

Safety Deposit Box Authority

Motion by George Deiss, seconded by Brent Norman that the Board approve updated authority on the KRLS Safety Deposit Box, adding Konnie Schiller's name and removing Patricia Kline's. Roll call vote was taken. Yes: Jeremy Engholm, George Deiss, Tom Krueger, Neil Tobiason, Brent Norman, Scott Bruns, Mary Koep, Murlyn Kreklau, Don Johnson, Joe Gould. **Motion carried unanimously.**

Headquarters Land Discussion

There was discussion regarding Kitchigami selling a portion of the Headquarters lot to a developer. Director Whatley will work with a realtor and a surveyor and bring the information to the Board June meeting.

May CD Renewal

Motion by George Deiss, seconded by Jeremy Engholm, to cash out CD #7723 from Bremer Bank and reinvest with First National Bank.
Roll call vote was taken. Yes: Jeremy Engholm, George Deiss, Tom Krueger, Neil Tobiason, Brent Norman, Scott Bruns, Mary Koep, Murlyn Kreklau, Don Johnson, Joe Gould. **Motion carried unanimously.**

Chair's Report

There was no report from the Chair.

Motion by Mary Koep, seconded by Murlyn Kreklau, to adjourn at 6:57 p.m.

Roll call vote was taken. Yes: Jeremy Engholm, George Deiss, Tom Krueger, Neil Tobiason, Brent Norman, Scott Bruns, Mary Koep, Murlyn Kreklau, Don Johnson, Joe Gould.

Motion carried unanimously.

Minutes respectfully submitted by Administrative Assistant Svetlana Maria Lang.

Minutes signed by Board Secretary Brent Norman _____

Date _____