

**Kitchigami Regional Library System
Board Meeting, September 18, 2025, 6:00 p.m.
Kitchigami Headquarters Building, Pine River, MN**

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

Board members present by interactive technology: Joe Gould (Beltrami Cty.), Cecil Reams (Cass Lake), Donald Johnson (Blackduck, alt.), Lynn Eaton (Bemidji)

Board members absent: Char Moore (Walker)

Others present, non-voting: In-Person: Admin Asst. Svetlana Lang, Judy Schrupp, Mary Beth Durham, Sherilyn Warren, Carol Christensen, Melissa Dingman, Allison Royce, Terria Rohloff, Troy Bauch (AFSCME Council 65), Members of the public (approx. 20)

Interactive Technology: KRLS Director Melissa Whatley, Tami Beto (HQ Tech Manager), Dan Touchette, Kim Hyatt, Megan Lysford, Jess BRN, Nancy Huckstead, Val McCormic, Denise Johnson, knwal, Kelly Hanks, Cora Willenbring, Christian BRN, Sue Oliver, schultzj, jennea v, JHeinrich, Thomas Royce.

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 Chair Krueger requested to add Item 7j -- Network and Hardware Upgrade Projects and Item 7k -- Closed Session for the whole board.

Motion by Mary Koep, seconded by Jeremy Engholm, to approve the agenda and two additional items. Roll call vote was taken.

Yes: In-person – Scott Bruns, George Deiss, Jeremy Engholm, Mary Koep, Murlyn Kreklau, Tom Krueger, Jamie Lee, Brent Norman, Neil Tobiason; via Zoom -- Lynn Eaton, Joe Gould, Cecil Reams. Donald Johnson – did not vote due to technical difficulties. **Motion carried unanimously.**

Public Input Three members of the public spoke to the board: Sherilyn Warren, Bemidji Public Library Branch Manager and KRLS NW Regional Manager; Mary Beth Durham, Brainerd Public Library; Judy Schrupp, KRLS Headquarters.

Consent Agenda

It was noted that there had been an error in the meeting minutes for July 17, 2025, and that Brent Norman was not in attendance at that meeting.

Motion by George Deiss, seconded by Scott Bruns, to approve the consent agenda Items A-D.

- a. **Minutes: July 17 and July 24, 2025**
- b. **Bills: July – August 2025**
- c. **Financial Statements: 2025 YTD**
- d. **Director’s Report**

Roll call vote was taken. Yes: In-person -- Scott Bruns, George Deiss, Jeremy Engholm, Mary Koep, Murlyn Kreklau, Tom Krueger, Jamie Lee, Brent Norman, Neil Tobiason; via Zoom – Lynn Eaton, Joe Gould, Donald Johnson (typed “yes” vote using Zoom chat), Cecil Reams.

Motion carried unanimously.

Old Business --
2026 City County Budget
Responses

The board members discussed the various counties’ and cities’ responses to the 2026 budget. Joe Gould reported on the Beltrami County Board of Commissioners meeting held on 09/16/2025. Director Whatley described possible levy changes and budget options that could help the Bemidji and Blackduck branches. Chair Krueger asked that Director Whatley prepare information for the November board meeting about how the Beltrami County budget cut will affect the library.

New Business --
AFSCME Notice of Intent to
Negotiate

Troy Bauch, AFSCME Council 65 representative for KRLS, spoke regarding redacted documents received from the KRLS attorney, and stated he will be requesting un-redacted copies. He presented three Vote of No Confidence petitions which were added to the board meeting documents. There was discussion between board members and Mr. Bauch.

There was also discussion about setting a date to begin contract negotiations.

KRLS 2024 Audit Presentation
Post-audit Fund Balance
Assessment

Kristen Gould of CLA (CliftonLarsonAllen LLP) presented information about the KRLS 2024 audit and answered board member questions.

There was no motion.

FY2025 Regional Library Basic
System Support (RLBSS)
Report

Motion by Jamie Lee, seconded by Jeremy Engholm, to approve the FY2025 RLBSS Report with signatures for submission to the state.

Roll call vote was taken. Yes: In-person -- Scott Bruns, George Deiss, Jeremy Engholm, Mary Koep, Murlyn Kreklau, Tom Krueger, Jamie Lee, Brent Norman, Neil Tobiason; via Zoom – Lynn Eaton, Joe Gould, Donald Johnson (typed), Cecil Reams. **Motion carried unanimously.**

FY2025 Regional Library
Telecommunications Aid
(RTLTA) Report

Motion by Murlyn Kreklau, seconded by Scott Bruns, to approve the FY2025 RLTA Final Report and signatures for submission to the State. Roll call vote was taken. Yes: In-person -- Scott Bruns, George Deiss, Jeremy Engholm, Mary Koep, Murlyn Kreklau, Tom Krueger, Jamie Lee, Brent Norman, Neil Tobiason; via Zoom – Lynn Eaton, Donald Johnson (typed), Cecil Reams. Abstain: Joe Gould. **Motion carried.**

FY2026 RLTA Application

Motion by George Deiss, seconded by Jeremy Engholm, to approve the FY2026 RLTA Application and signatures for submission to the State. Roll call vote was taken. Yes: In-person -- Scott Bruns, George Deiss, Jeremy Engholm, Mary Koep, Murlyn Kreklau, Tom Krueger, Jamie Lee, Brent Norman, Neil Tobiason; via Zoom – Lynn Eaton, Joe Gould, Donald Johnson (typed), Cecil Reams. **Motion carried unanimously.**

Policy Discussion

Motion by George Deiss, seconded by Jamie Lee, that the Board direct Director Whatley to arrange a meeting with the Board's Policy Committee for the purpose of developing four KRLS policies discussed during the 07/24/25 Special Meeting. These policies are:

- **weapons policy;**
- **staff vehicle use (permissible and non-permissible);**
- **administrative leave (paid and unpaid);**
- **notification of the Board if an attorney should need to be hired.**

Roll call vote was taken. Yes: In-person -- Scott Bruns, George Deiss, Jeremy Engholm, Mary Koep, Murlyn Kreklau, Tom Krueger, Jamie Lee, Brent Norman, Neil Tobiason; via Zoom – Lynn Eaton, Joe Gould, Donald Johnson (typed), Cecil Reams. **Motion carried unanimously.**

Policy Draft: 8.11 Materials
Use and Fees

Motion by Murlyn Kreklau, seconded by George Deiss, that Policy 8.11, be sent to the Board Policy Committee for update recommendations.

Roll call vote was taken. Yes: In-person -- Scott Bruns, George Deiss, Jeremy Engholm, Mary Koep, Murlyn Kreklau, Tom Krueger, Jamie Lee, Brent Norman, Neil Tobiason; via Zoom – Lynn Eaton, Joe Gould, Donald Johnson (typed), Cecil Reams. **Motion carried unanimously.**

2026 Holiday Schedule

Motion by George Deiss, seconded by Jeremy Engholm, to approve the 2026 holiday schedule as presented. Motion carried unanimously.

Roll call vote was taken. Yes: In-person -- Scott Bruns, George Deiss, Jeremy Engholm, Mary Koep, Murlyn Kreklau, Tom Krueger, Jamie Lee, Brent Norman, Neil Tobiason; via Zoom – Lynn Eaton, Joe Gould, Donald Johnson (typed), Cecil Reams. **Motion carried unanimously.**

2026 KRLS Board Meeting
Schedule

Motion by Jeremy Engholm, seconded by Jamie Lee, to approve the 2026 holiday schedule as presented. Motion carried unanimously.

Roll call vote was taken. Yes: In-person -- Scott Bruns, George Deiss, Jeremy Engholm, Mary Koep, Murlyn Kreklau, Tom Krueger, Jamie Lee, Brent Norman, Neil Tobiason; via Zoom – Lynn Eaton, Joe Gould, Donald Johnson (typed), Cecil Reams. **Motion carried unanimously.**

2026 Associate Library Service Agreements

Motion by Mary Koep, seconded by Scott Bruns, to approve the 2026 service agreements for Crosslake and Pequot Lakes.

Roll call vote was taken. Yes: In-person -- Scott Brun, George Deiss, Jeremy Engholm, Mary Koep, Murlyn Kreklau, Tom Krueger, Jamie Lee, Brent Norman, Neil Tobiason; via Zoom – Lynn Eaton, Joe Gould, Donald Johnson (typed), Cecil Reams. **Motion carried unanimously.**

Network and Hardware Upgrade Projects

Director Whatley presented upcoming network and hardware upgrade projects and requested that the Board approve the release of funds to implement them. Chair Krueger asked if a decision could be made at the November meeting after the board members have had more time to study the financial information.

Motion by Jamie Lee, seconded by Jeremy Engholm, to table a decision until the November 2025 Board meeting.

Roll call vote was taken. Yes: In-person -- Scott Brun, George Deiss, Jeremy Engholm, Mary Koep, Murlyn Kreklau, Tom Krueger, Jamie Lee, Brent Norman, Neil Tobiason; via Zoom – Lynn Eaton, Joe Gould, Donald Johnson (typed), Cecil Reams. **Motion carried unanimously.**

Closed Session

Motion by Brent Norman, seconded by Jamie Lee, to move the board meeting into closed session at 7:37 p.m.

Roll call vote was taken. Yes: In-person -- Scott Bruns, George Deiss, Jeremy Engholm, Mary Koep, Murlyn Kreklau, Tom Krueger, Jamie Lee, Brent Norman, Neil Tobiason; via Zoom – Lynn Eaton, Joe Gould, Donald Johnson (typed), Cecil Reams. **Motion carried unanimously.**

7:38 p.m. – The public portion of the meeting was closed, in-person and virtually, and all members of the public left the meeting.

7:40 p.m. – The closed session began, in-person and virtually.

Motion by George Deiss, seconded by Brent Norman, to end the closed session and re-open the public session of the meeting at 8:30 p.m.

Roll call vote was taken. Yes: In-person -- Scott Bruns, George Deiss, Jeremy Engholm, Mary Koep, Murlyn Kreklau, Tom Krueger, Jamie Lee, Brent Norman, Neil Tobiason; via Zoom – Lynn Eaton, Joe Gould, Donald Johnson (typed), Cecil Reams. **Motion carried unanimously.**

8:31 p.m. – The Closed session was ended, and members of the public were invited to return. Lynn Eaton, Donald Johnson, and Cecil Reams did not re-join the public session of the meeting.

Motion by Jeremy Engholm, seconded by Neil Tobiason, to adjourn the meeting at 8:32 p.m.

Roll call vote was taken. Yes: In-person -- Scott Bruns, George Deiss, Jeremy Engholm, Mary Koep, Murlyn Kreklau, Tom Krueger, Jamie Lee, Brent Norman, Neil Tobiason; via Zoom –Joe Gould. **Motion carried unanimously.**

Minutes respectfully submitted by Administrative Assistant Svetlana Maria Lang.

Minutes signed by Board Secretary Brent Norman 

Date 11-20-25

