

Central Minnesota Libraries Exchange

Board Meeting Minutes

Wednesday, June 11, 2025 - 12:00 pm

St. Cloud State University

James W. Miller Learning Resources Center - Room 218

400 6th St S, St. Cloud, MN 56301

1. Call to Order and Roll Call: The meeting was called to order by Chair Karen Pundsack at 12:00pm

Board Attendance: In person: Karen Pundsack, Shelly Ash, Dorothy Kersten, Karen Lee, Rhonda Huisman; Via Zoom: Jackie McMahon-Ricketson

2. There were no petitions to the Chair
3. Visitors Acknowledged
Guests: In Person: Mark Schmitz-Resource Training & Solutions, Vicky Molitor-Resource Training & Solutions, Jen Nord-Resource Training & Solutions, Bonnie Hedlund-Resource Training & Solutions, Melissa Brechon-Consultant, Tami Lee-State Library Services, Emma DeVera-State Library Services.
4. Adoption/Amendment of Agenda for June 11, 2025 Meeting: A motion was made by Shelly Ash, seconded by Dorothy Kersten to approve the agenda for the Board of Directors' meeting for June 11, 2025. Motion carried unanimously.
5. Minutes from March 12, 2025 Board Meeting: A motion was made by Karen Lee, seconded by Shelly Ash, to approve the Board of Directors' meeting minutes from March 12, 2025. Motion carried unanimously.
6. Financial Report
 - 6.1. Approve Operational Costs: A motion was made by Karen Lee, seconded by Rhonda Huisman to approve the operational costs as presented for March 2025-May 2025. Motion carried unanimously.
7. Reports/Presentations
 - 7.1. President's Report
Karen Pundsack gave an update on the status of GRRL(Great River Regional Library) representatives on the CMLE Board. Jayne Dietz is being replaced by Holly Lammers at the beginning of the new fiscal year. Lynn Grewing will also be leaving the board at the end of June but her replacement is still being determined. Dorothy Kersten will remain on the CMLE board.
Tammy Lee gave an update on the status of the state budget and funding. The status of IMLS (The Institute of Museum and Library Services) and federal funding as it relates to the "One Big Beautiful Bill" was also discussed.

7.2. Director's Report

7.2.1. Licensed Media Specialist Proposal is being considered by MCMT

7.2.2. Strategic Plan update was provided and a request was made for assistance in finding participants for a steering committee. There will be a SWOT/SOAR activity done at the September meeting.

7.2.3. FY26 State Funding Allocations were discussed. There will be a revised allocation coming soon.

7.3. Bonnie Hedlund gave an update on grants and scholarships that have been awarded in FY2025 and guidelines that were updated by the Grant Committee to be more specific. A rubric was also created for vetting grant/scholarship applications. Bonnie's position with CMLE will be coming to an end at the end of June 2025. Shari Bishop will be replacing her as the Grant Coordinator starting August 1, 2025. Due to Jayne Dietz being done on the CMLE Board at the end of June, Rhonda Huisman volunteered to replace her on the Grant Committee.

7.4. CMLE logo wear is now available for board members to purchase through Lands End. A stipend was budgeted for in FY26 and Jen will send instructions on how to order.

8. New Business

8.1. State FY 2025 Operating Grant Application: A motion was made by Karen Lee, seconded by Rhonda Huisman, to approve the State FY 2025 Operating Grant Application as presented. Motion carried unanimously.

8.2. FY 2026 Board Meeting Calendar: The September meeting was changed to 9/12/25 and will start at noon. All other meeting dates will remain as proposed but start time will be adjusted to 9:00am. Meeting location for December, March and June will be determined at the meeting immediately prior to each. A motion was made by Shelly Ash, seconded by Karen Lee, to approve the FY 2026 Board of Directors' meeting calendar with the proposed changes. Motion carried unanimously.

8.3. Fund Balances Policy: A motion was made by Shelly Ash, seconded by Karen Lee, to approve the Fund Balances Policy as presented at the March 11, 2025 Board of Directors meeting. Motion carried unanimously.

8.4. Pre-approval to give \$1000 to MLA for October 2025 MLA Conference Sponsorship. A motion was made by Shelly Ash, seconded by Karen Lee, to approve the sponsorship as requested by Rhonda Huismann.

9. FY 26 Meeting Dates:

9.1. September 12, 2025 - 12pm at Great River Regional Library

December 10, 2025 - 9am - location TBD

March 11, 2026 - 9am - location TBD

June 10, 2026 - 9am - location TBD

10. Meeting was adjourned at 1:27pm