



Governing Board Meeting
Friday, September 12, 2025 - 12:00 pm
Great River Regional Library
1300 W. St. Germain St., Bremer Room, St. Cloud, MN 56301

Zoom Meeting ID:

<https://zoom.us/j/95992794380?pwd=DAugFejzRm47rsCf3AKvbS3QbhqC1X.1>

Meeting ID: 959 9279 4380 Passcode: 104847

MINUTES

1. Call to Order and Roll Call
 - 1.1. Welcome new board members - Holly Lammers (appointed by GRRL to replace Jayne Dietz), Tarryl Clark (appointed by GRRL to replace Lynn Grewing), and Rachel Howell (appointed by ECRL to replace Karen Pundsack)
Board Attendees: Karen Lee (via Zoom), Shelly Ash, Rhonda Huisman, Holly Lammers, Rachel Howell, and Dorothy Kersten. Tarryl Clark joined the meeting in person at 12:21pm.
2. There were no petitions to the Chair
3. Visitors Acknowledged
Mark Schmitz, Vicky Molitor, Jen Nord, Shari Bishop, Karen Pundsack-Great River Regional Library, Melissa Brechon-Library Strategies, Marlene Moulton-Janssen-Library Strategies
4. Agenda for September 12, 2025 Meeting
A motion was made by Shelly Ash, seconded by Dorothy Kersten, to approve the agenda for the Board of Directors' meeting for September 12, 2025. Motion carried unanimously.
5. Minutes from June 11, 2025 Board Meeting
A motion was made by Shelly Ash, seconded by Rhonda Huisman, to approve the Board of Directors' meeting minutes from June 11, 2025. Motion carried unanimously.
6. Election of FY2026 Officers
 - 6.1. President
A motion to elect Rachel Howell made by Shelly Ash and seconded by Dorothy Kersten. Motion passed unanimously and Rachel Howell is elected as the Board President.
 - 6.2. Vice-President
A motion to elect Shelly Ash made by Holly Lammers and seconded by Dorothy Kersten. Motion passed unanimously and Shelly Ash is elected as the Vice President.
 - 6.3. Treasurer
A motion to elect Brendon Duffy made by Shelly Ash and seconded by Dorothy Kersten. Motion passed unanimously and Brendon Duffy is elected as Treasurer.
 - 6.4. Secretary
A motion to elect Dorothy Kersten made by Shelly Ash and seconded by Rhonda Huisman. Motion passed unanimously and Dorothy Kersten is elected as Secretary.



7. Financial Report

7.1. Operational Costs for June 2025

A motion was made by Shelly Ash, seconded by Dorothy Kersten to approve the operational costs as presented for June 2025. Motion carried unanimously.

7.2. Operational Costs for FY26 to date

A motion was made by Dorothy Kersten, seconded by Shelly Ash to approve operational costs for July 2025-August 2025 as presented. Motion carried unanimously.

7.3. Updated FY26 Funding and Budget

A motion was made by Rhonda Huisman, seconded by Dorothy Kersten, to approve the revised FY26 Budget. Motion carried unanimously.

7.4. FY25 Audit Results

A motion was made by Dorothy Kersten, seconded by Rhonda Huisman, to approve the FY25 audit results as presented. Motion carried unanimously.

7.5. Report of Results & Expenditures for FY24 Additional Payment

A motion was made by Shelly Ash, seconded by Dorothy Kersten, to approve the Report of Results & Expenditures for FY24 Additional Payment as presented. Motion carried unanimously.

7.6. Report of Results & Expenditures for FY25

A motion was made by Shelly Ash, seconded by Dorothy Kersten, to approve the Report of Results & Expenditures for FY25 as presented. Motion carried unanimously.

8. Reports/Presentations

8.1. No President's Report

8.2. Director's Report

8.2.1. Equity Reclass

8.2.1.1. Assigned Fund for Emergency Responses

Discussion about funds being put in place when CMLE was housed in member libraries. Question about whether funds can be accessed or reallocated in the future if the management situation changes.

8.2.1.2. Assigned Fund for Member Funding

Mention that the Emergency Fund and Member Fund seem to be redundant. Clarified that there has never been a payout needed from these funds since they were put in place. The current Fund Balance of 15 months should cover us in emergency situations.

Recommendation is that an agenda item to reallocate the funds will be brought to the board to vote on at the next meeting.

8.2.2. Strategic Planning/SOAR - Mark gave an update on where we are at in the strategic planning process with Library Strategies.

8.2.3. MLA Conference

The conference is being held in St. Cloud on October 9th & 10th this year. Multi-type library system directors will be having a meeting at Resource in conjunction with the conference. Mark Schmitz, Shari Bishop and Melissa Brechon will be attending on behalf of CMLE.



- 8.3. Shari Bishop - Update on Grants/Scholarships
\$4508 scholarships have been awarded so far in FY26
There will be 3 grant cycles this fiscal year and communication will be sent to libraries in our region about the availability of grants and scholarships.
Members of the grant committee currently include Karen Lee, Shelly Ash and Rhonda Huismann.
Discussion about giving applicants access to the new rubric.
9. New Business - There was no other new business.
10. Meeting Dates:
 - 10.1. December 10, 2025 @ 9:00am - Great River Regional Library - Bremer Room
11. BREAK
12. Board SOAR Activity - Melissa Brechon and Marlene Moulton-Janssen from Library Strategies led the board in a SOAR (Strengths, Opportunities, Aspirations, Results) activity as part of the strategic planning process.
13. Karen Lee adjourned the meeting at 2:30pm