CENTRAL MINNESOTA
LIBRARIES EXCHANGE

Governing Board Meeting
Wednesday, September 9, 2026 - 9:30 am
Resource Training & Solutions
137 23rd St S, Sartell, MN 56377

***Zoom Meeting Link:**
https://zoom.us/j/98526247733?pwd=LqgJmapx0sleL8TIwhn03WPj4JiPFv.1

Meeting ID: 985 2624 7733 **Passcode:** 249703

Agenda

1. Call to Order and Roll Call 9:30
   1.1. The board will also recognize Karen Lee's service on the CMLE Board as her term has concluded and acknowledge incoming board member Patty Frank.

2. Petitions to the Chair 9:32

3. Visitors Acknowledged 9:33

4. Approve Agenda for September 9, 2026 Board Meeting 9:35
   A motion was made by _____, seconded by _____to approve the agenda for the Board of Directors' meeting for September 9, 2026.

5. Approval of Minutes from June 10, 2026 Board Meeting (attachment) 9:37
   A motion was made by _____, seconded by _____ to approve the Board of Directors' meeting minutes from June 10, 2026

6. Board of Directors Organizational Business 9:40
   6.1. Election of FY2026 Officers
      6.1.1. President
      6.1.2. Vice-President
      6.1.3. Treasurer
      6.1.4. Secretary
   6.2. Appointment of Grant Committee Members
      6.2.1. Current 1: Rhonda Huisman
      6.2.2. Current 2: Karen Lee
      6.2.3. Current 3: Dorothy Kersten
      6.2.4. Current 4: Holly Lammers
      6.2.5. Alternate: Shelly Ash
   6.3. Board Stipend and Mileage Clarification (attachment)
      Management is in need of clarification regarding board stipends and mileage. The following section from the CMLE Bylaws attempts to address board reimbursement rates, but management needs clarification from the board as to how this should be administered.

      Article VI. PER DIEM, MILEAGE, AND EXPENSES
      Board members and/or designated alternates will be reimbursed for attendance at CMLE meetings and for actual mileage to attend CMLE meetings. Mileage rate

*One or more board members may participate remotely.

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for Board reimbursement is set as the annual IRS rate, OR the per diem at $20 per meeting.

7. Financial Report 9:55

7.1. Approve Operational Costs for June 2026 (attachment)
Approve operational costs for June 2026 of $52,030.33, check numbers 6248 through 6265, with 0 debit card transactions and 0 voided transactions.
A motion was made by _____, seconded by _____

7.2. Approve Operational Costs for FY27 through August 2026 (attachment)
Approve operational costs for July 2026-August 2026 of $44,244.60, check numbers 6266 through 6277, with 0 debit card transactions and 0 voided transactions.
A motion was made by _____, seconded by _____ to approve the operational costs as presented.

7.3. Approve FY26 Audit Results (attachment)(attachment)
The Board will hear a presentation from Abdo, CMLE's Audit Firm, regarding the FY26 budget year.
A motion was made by _____, seconded by _____, to approve the FY26 audit results as presented.

7.4. Approve Report of Results & Expenditures for FY26 (attachment)(attachment)
A motion was made by _____, seconded by _____, to approve the Report of Results & Expenditures for FY26 as presented.

8. Reports/Presentations

8.1. President's Report 10:15

8.2. Director's Report 10:20

8.2.1. Clarification on use of CMLE Email Addresses
Previously the board had moved to have a separate CMLE email per the recommendation from management. Upon further consideration, the board may want to make a slight adjustment to this practice. Management would like to bring another option to the board for consideration.

8.2.2. Renewal of Management Services Agreement
It is time for Resource Training and Solutions and CMLE to discuss the possible updating and renewal of the continuation of the management agreement between the two organizations. If determined feasible by the CMLE Board, the Executive Committee of the Board should sit down with management to bring forward to the full board a renewed agreement.

8.2.3. Status of Board of Director's positions and replacement process.
Currently the board has two positions in question. One is the Academic Library Representative and the other is an East Central Regional Library (ECRL) citizen appointee. Management and the board need to clarify the process and need surrounding filling these two positions and future open board positions.

8.3. Shari Bishop - Update on Grants/Scholarships/Networks 10:40

8.3.1. Grant/Scholarship Highlights (attachment)

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9. New Business 11:00

9.1. Approve updated CMLE Organizational Agreement (attachment) (attachment)
The board committee met in August to review this document as a need to be reviewed and updated as specified in sections 1.1 and 1.2 of the strategic plan. Shari and the committee will review with the board the recommended updates.
A motion was made by _____, seconded by _____, to approve the updated Organizational Agreement as presented.

9.2. Approve the sunsetting of the CMLE Guidelines (attachment)
As a result of the committee meeting as described in agenda item 9.1, it was determined by the committee to recommend to the full board a sunsetting of the CMLE Guidelines as the contents of this document are a repeat of specifications identified in the Organizational Agreement.
A motion was made by _____, seconded by _____, to approve the sunsetting of the CMLE Guidelines.

10. Meeting Dates and Times: 11:20

10.1. December 9, 2026 - 10:00am at Resource Training & Solutions
March 10, 2027 - 10:00am at Resource Training & Solutions
June 9, 2027 - 10:00am at Resource Training & Solutions

11. Adjourn 11:30

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