



**MINNESOTA  
DIGITAL  
LIBRARY**

**GOVERNANCE COMMITTEE MEETING**

**3:30-5:00 PM**

**Monday, November 18, 2024**

**Virtual**

## **AGENDA**

1. Welcome & Introductions
2. Acceptance of Agenda and Minutes
3. Treasurer's Report
4. Policy Changes
  - a. Right to Refuse, language change
  - b. Collections: Basic Criteria, language change
  - c. Online Exhibit Policy, new
5. AI Transcription Project Report
6. Operations Reports
  - a. Operations Working Group
  - b. Upcoming Exhibits
  - c. New Projects
  - d. Traveling Exhibit
7. Other Information
  - a. Member Updates
  - b. Next meeting, Monday, February 17, 3:30 PM
8. Adjournment

MDL Governance Committee Meeting  
November 18, 204  
Agenda Item 3. Treasurer's Report

<b>REVENUES</b>		
	Budget	Actuals to Date
MNHS: Legacy funds for MDL	\$375,000.00	\$375,000.00
FY24 Carryforward		\$4,915.00
South Dakota Board of Regents	\$3,200.00	\$3,200.00
<b>TOTAL REVENUES</b>	<b>\$378,200.00</b>	<b>\$383,115.00</b>
<b>EXPENSES</b>		
<b>Compensation total</b>	<b>\$303,419.00</b>	<b>\$105,043.00</b>
Non compensation		
720103 Food and Provisions	\$1,000.00	
720105 Office Supplies	\$600.00	
720107 Postage	\$400.00	\$64.09
720301 Print Production & Digitizing	\$30,000.00	\$8,133.00
720311 Dues & Subscriptions	\$5,500.00	\$5,283.46
720322 Conferences and trainings	\$2,050.00	\$975.00
720330 Hosting and Data Storage	\$7,800.00	
720601 Travel	\$2,681.00	\$991.10
720701 Institutional advertising	\$3,000.00	\$1,009.89
730203 Edit-Writing-Graphics-Photo	\$10,000.00	\$1,645.00
730209 Technology Contractors	\$10,000.00	
770102 LT Rents-Leases-Equipment	\$1,703.00	\$2,100.00
<b>Non-compensation total</b>	<b>\$74,734.00</b>	<b>\$20,201.54</b>
<b>TOTAL EXPENSES</b>	<b>\$378,153.00</b>	<b>\$125,244.54</b>

<b>LSTA Funded Special Projects</b>	
	Budget
MDL Development	\$10,880.00
Transcription	\$3,895.00
Scan for Keeps	\$3,664.00
<b>TOTAL</b>	<b>\$18,439.00</b>

MDL special projects included development work for captioning on AV items, and use of AI for transcriptions. It also funded transcription work for the Icelandic Hekla Club, Minnesota Streetcar Museum, and Hennepin County collections, Scan for Keeps computers were replaced, and new promotional material were printed.

This project was made possible in part by the Institute of Museum and Library Services and administered by the Minnesota Department of Education - State Library Services.