

PIONEERLAND LIBRARY SYSTEM
BOARD MEETING MINUTES
AUGUST 21, 2014, 7:00 p.m.
Willmar Public Library Multi-Purpose Room

The August 21, 2014, special meeting of the Pioneerland Library System Board was called to order by Chair Brent Olson at 7:05 p.m. A quorum was present.

Guests present: Vicki Bartz, Head Librarian – Graceville/Kerkhoven/Ortonville; Villa Lippert, Head Librarian – Lake Lillian/Raymond; Steven Beals, Montevideo.

The agenda was approved on a motion by Thomas, seconded by Vacek.

Minutes of the June 19, 2014 board meeting (as amended) and the July 17, 2014

Executive/Finance meeting were approved on a motion by Anderson, seconded by Reese.

COMMITTEE REPORTS

FINANCE COMMITTEE

August Financial Report: On a motion by Anderson, seconded by Benoit, the August financial report was approved.

Bills and Check Registers were approved on a motion by Carlson, seconded by Squibb.

PERSONNEL COMMITTEE

New hires: The following new hires were approved on a motion by Vacek, seconded by Anderson.

- John Baken, Head Librarian IV, Willmar
- Payton Lilienthal, Assistant I, Glencoe
- Stephanie Welch, Assistant I, Glencoe

NEW BUSINESS

Health Insurance Refund Distribution: PLS has received a refund check from SW/WC Coop for a portion of 2013 health insurance premiums paid. The check was in the amount of \$47,483.94, which is 14.1% of total 2013 premium paid. 2013 was a low claim year and the coop is obligated to refund to groups that qualify after assessment. This is the first time this has happened for PLS. Two options were presented to the board for consideration. Option 1: To refund PLS and employees based on % of total premium paid (78.8% employer/21.2% employee share) OR Option 2: refund entire amount to employer. Motion was made by Anderson, seconded by Johnson, to approve Option 1 with employee refund as an HSA or Post Retirement VEBA contribution if at all possible in order to keep the dollars 'pre-tax.' Motion carried.

The board was also notified that PLS will receive 7.5% reduction in 2015 health insurance premium costs for 2015. This is a re-opener with the union for 2015 and employer/employee contributions will be negotiated. Information only, no action needed at this time.

OLD BUSINESS

Directors' Performance Evaluations/Recommendation: Johnson asked a question about the meeting of the Executive Committee on June 19th in which the Executive Director & Director of

Library Operations were evaluated. This was a closed meeting and was taped as required. Johnson would like administration to transcribe the tape of the minutes for dissemination to the board, and has asked the board chair for such. Since this was a closed meeting regarding personnel and there are privacy questions, Olson has asked a labor attorney to address the issue. Olson will reply to Johnson as soon as he hears back from the attorney. Other discussion included the process for the evaluations. Olson stated that the process is something that the board can definitely discuss for next time and can be modified if desired.

2014/2015 Union Contract & Process for non-union staff: The 2014/2015 union contract has been settled, with the arbitrator awarding a 2% increase in wages for both years. The 2% increase for 2014 is retroactive to January 1, 2014. A motion was made by Pogge-Weaver, seconded by Anderson, to approve/sign the contract. Motion carried.

A second motion was made by Reese, seconded by Fidler, to apply the 2% increase retroactive to January 1, 2014 to all non-union staff. Motion carried.

DIRECTORS REPORT

Chippewa County Board Appointees: PLS Administration received notice that Chippewa County has appointed a third person to the PLS Board. The current Joint Powers Agreement, which was modified in 2003 to change the language requirements for appointing member representatives, allows for Chippewa County to appoint two representatives. There is no language in either the current JPA, or the board minutes from November of 2003, allowing Chippewa County to appoint an additional member. A suggestion was made that this item be placed on the October board meeting agenda for further discussion on whether the JPA should be modified to allow Chippewa County an additional member. PLS Administration will add this to the October agenda.

The 2015 system-wide computer upgrade was discussed. Ranum acknowledges that there have been questions & concerns regarding the preliminary release of prices for the new equipment. He reminded staff & board that these prices were given to head librarians as estimates only – and as a place to start conversations with cities/counties regarding funding for the upgrade. We knew the numbers started out large - but have been modified as we move forward. PLS Admin/IT will make every effort to negotiate the best price we can for the equipment we purchase. This project is still being refined, including prices and timeline for upgrading. Question was asked about specs used for deciding which equipment to purchase. Ranum replied that the equipment needs to be robust in order to handle the expanded bandwidth PLS recently acquired, and also the type of use/programming patrons & staff need/expect to do. Also, PLS will purchase an extended warranty with all equipment as we need it to last 4-5 years between upgrades. A meeting of the Technology Committee will be called soon and will be involved in the project as we move forward.

The meeting was adjourned at 8:15 p.m. by consensus.

Recording Secretary, Laurie Ortega