

**PIONEERLAND LIBRARY SYSTEM
BOARD MEETING MINUTES**

DECEMBER 18, 2014, 7:00 p.m., Willmar Public Library Multi-Purpose Room

The December 18, 2014 meeting of the Pioneerland Library System Board was called to order by Chair Brent Olson at 7:00 p.m. A quorum was present.

Guests present: Vicki Bartz, head librarian, Graceville/Kerkhoven/Ortonville; Cindy Hendrickx, head librarian, Appleton; Nick Johnson, City Administrator, Canby; Crystal Hansonl, City Manager, Dawson; Tom Cherveney, West Central Tribune; Nancy Altain.

Also in attendance for the Closed Session was attorney Pamela Galanter, Madden Galanter Hansen, LLP.

The agenda was approved on a motion by Olson, seconded by Kramer.

At 7:05 p.m. the meeting was closed on a motion by Heimerl, seconded by Reese, for purposes of preliminary consideration of allegations against an individual who is subject to the Board's authority, pursuant to Minnesota Statute 13D.05, subdivision 2(b).

The meeting was re-opened at 8:55 p.m. A motion was made by Heimerl, seconded by Fidler, to continue the closed session at the meeting of the full board on January 15, 2015. Motion carried.

Minutes of the October 16, 2014 Board meeting, and the November 20, 2014 Executive/Finance Committee (as amended) were approved on a motion by Thomas, seconded by Olson.

COMMITTEE REPORTS

FINANCE COMMITTEE

November 2014 financial report was approved on a motion by Anderson, seconded by Benoit.

Bills and check registers were approved on a motion by Vacek, seconded by Anderson.

The 2015 Clarkfield Service Contract was approved on a motion by Reese, seconded by Reilly.

The 2015 Kandiyohi County Law Library Contract was approved on a motion by Anderson, seconded by Heimerl.

The 2015 Insurance package (Work Comp, Property/Casualty) renewal was approved in the amount of \$21,276 (13.3% increase) on a motion by Reese, seconded by Shimanski. As it is possible to switch insurance carrier mid-year, PLS Admin is directed to look for competing quotes to present to the board at the earliest opportunity.

PERSONNEL COMMITTEE

New hires: The following new hires were approved on a motion by Reese, seconded by Benoit.

- Mavis Wheeler, Library Assistant II, Hutchinson
- Rosemary Sweet, Library Assistant I, Montevideo
- Paula Grahn, Library Assistant II, Atwater

TECHNOLOGY COMMITTEE

- 1) Report from Committee Chair Vacek on the December 2, 2014 meeting of the Technology Committee was given. A handout outlining the 2015 rollout, along with bid prices from CDWG and HP (both under State contract) was distributed. PLS Admin is waiting on a bid from BusinessWare Solutions before proceeding. More information will follow as we move forward with the 2015 rollout of mobile technology (laptops/iPads).
- 2) Telecom Penalty: PLS Admin & Warner Connect have reached agreement on the penalty owed for Warner Connects failure to meet the broadband completion date of July 1, 2014. In addition to the \$45,000 already credited, PLS is receiving a check for \$34,000. Recommendation by Admin is that these dollars be used to pay for recently completed wireless upgrades to libraries (cost of approx. \$33,000) rather than passing cost on to each library. Motion to use penalty to pay cost of wireless upgrade was made by Thomas, seconded by Johnson. Motion carried.

OLD BUSINESS - None

NEW BUSINESS

Contract Notification: Ranum has informed the board of his intent to terminate his current contract, effective January 31, 2015. He is interested in continuing with PLS and in renegotiating his contract. Motion made by Anderson, seconded by Reese, for the Executive Committee to work on possible contract negotiation and presentation to full board. Motion carries (Thomas/Larson nay).

DIRECTOR'S REPORT

Legislative Update: 'Issues in Libraries' platform will be finalized in January. Primary issues are Legacy and Finance/Funding. Priorities are more dollars to libraries and a change in the funding formula.

State Library Task Force is working on library structure. Ranum will send link to the full report.

OTHER

Expectation of privacy and courtesy: While serving on a public board such as PLS does come with a certain amount of public visibility, all board members have an expectation of privacy and courtesy when it comes to personal information being shared outside of PLS. Board Chair Olson reminds everyone that it is not acceptable for board members, or PLS staff, to violate this expectation by sharing private information (including personal email addresses etc.) with members of the public or the press.

Future Board and Executive Meetings

The next Board meeting is scheduled for January 15, 2015 at 7:00 p.m. (Finance at 6:30)

The next Executive/Finance Meetings are February 19 and March 19, 2015 @ 6:00 p.m.

Chair Olson adjourned the meeting at 9:32 p.m.

Recording Secretary, Laurie Ortega