

**PIONEERLAND LIBRARY SYSTEM
BOARD MEETING MINUTES**

June 15, 2017, 7:00 p.m., Willmar Public Library Multi-Purpose Room

The June 15, 2017 meeting of the Pioneerland Library System Board was called to order by Chair Antony at 7:02 p.m. A quorum was present.

Guests present: Beth Cronk, Meeker County librarian and Vicki Bartz, Big Stone County librarian.

The agenda was approved on a motion by Housman, seconded by Fowler.

Minutes of the April 20, 2017 Board meeting were approved, as corrected, on a motion by B. Olson, seconded by Benoit.

COMMITTEE REPORTS

FINANCE COMMITTEE

The May 2017 financial report was approved on a motion from Housman, seconded by Shimanski.

Bills and check registers were approved on a motion by Housman, seconded by Fagnano.

FY18 RLBSS application: Approval to sign/submit the annual RLBSS application for state funding was given on a motion by Housman, seconded by Erickson.

D&O Insurance Renewal: Motion by Housman, seconded by Shimanski, to renew D&O Insurance package with Philadelphia Insurance Company in the amount of \$3,022 for June 2017-June 2018. Premium reflects a decrease of \$126 over last year. Motion carried. Ortega will look into establishing a bid process for Liability and D&O insurance for 2018.

2018 preliminary budget – Ortega explained that PLS would like to request a 3% increase from cities/counties for 2018, with the exception of a few special circumstances where more may be requested. Ortega will provide board members with a bullet point document listing reasons for the increase. Housman asked for information explaining the context of why funding is uneven throughout Pioneerland. Ortega said she will provide the board with per capita information for counties, and she will contact the State Library regarding per capita information for cities.

PERSONAL COMMITTEE

New hires: The following new hires were approved on a recommendation by B. Olson, seconded by Shimanski.

- Alicia Evans, Library Asst. I, Willmar
- Jacob Ross, Library Asst. 1, Winsted
- Tasha Scheidel, Library Asst. II, Glencoe

Director Salary: A 2% increase to the director's salary effective July 1 with a review in early 2018 by the board, and staff input in 2019, was approved on a motion by B. Olson, seconded by Ulrich.

OLD BUSINESS

No old business.

NEW BUSINESS

No new business.

DIRECTOR'S REPORT

- 1) **Arvig telecom contract progress:** The transition from Warner ending on June 30 to Arvig starting on July 1 is progressing smoothly. Installation and testing are underway, and barring any natural disasters or other setbacks, the project should remain on schedule.

Future Board and Executive Meetings:

Next Board meeting is scheduled for October 19, 2017, @ 7:00 p.m. (Finance 6:30).

Executive/Finance Meetings: July 20, August 17, and **September 14** @ 6:00 p.m.

The meeting was adjourned on a motion by Shimanski, seconded by Fowler at 7:32 p.m.

Recording Secretary
Marjorie DeJong