

PIONEERLAND LIBRARY SYSTEM
BOARD MEETING MINUTES
OCTOBER 17, 2013, 7:00 p.m.
Willmar Public Library Multi-Purpose Room

The October 17, 2013 meeting of the Pioneerland Library System Board was called to order by Vice Chair Brent Olson at 7:00 p.m. A quorum was present.

Guests present: Vicki Grimli, Head Librarian – Graceville, Kerkhoven, Ortonville; Villa Lippert, Head Librarian – Lake Lillian, Raymond

Due to the resignation of board chair Barbara Hoyhtya, Olson asked if there were nominations for the election of Chair and Vice Chair for the remainder of 2013. Antony nominated Olson for Chair, and was seconded by Heimerl. No further nominations were made. Olson was unanimously elected.

Olson asked for nominations for Vice Chair. Anderson nominated Antony and was seconded by Carlson. No further nominations were made. Antony was unanimously elected.

The agenda was approved on a motion by Anderson, seconded by Heimerl.

Minutes of the June 20, 2013 board meeting were approved on a motion by Schweiss, seconded by Vacek.

COMMITTEE REPORTS

FINANCE COMMITTEE

Reports from the Finance committee

- **September 2013 financial report**
- **Bills and check registers**

The slate of reports was approved on a motion by Anderson, seconded by Schweiss.

2014 Preliminary local libraries Budget

Board was asked to approve the Preliminary budget. Revisions will be made if necessary upon local Truth and Taxation hearings, and a final budget will be approved at the January 16, 2014 meeting. Approval passed on a motion by Heimerl, seconded by Antony.

PERSONNEL COMMITTEE

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

- Page Hausladen, Library Assistant 1 - Winsted
- Jayde Proffitt, Library Assistant 1 - Winsted

NEW BUSINESS

No New Business items were raised.

OLD BUSINESS

RFP - Salary Study

Concerns were raised regarding the cost of a study, and whether there was money designated in the budget. Ranum explained that it would come from the 2014 budget and would be covered by the Administrative budget. It was asked whether PLS is legally required to perform a salary study and Ranum clarified although we are not, a Pay Equity Study is mandatory every three years. The difference is that a Pay Equity Study compares gender class across PLS library jobs, whereas a salary study gives a broader view of comparable salary scales regionally, statewide, and nationally. Included in the proposal is a request for an implementation plan for any recommendations consultants might make, as well as an opportunity for negotiations with individual vendors. It was asked whether we could share the costs of a study with another system. Ranum noted that we did share information with Northwest Regional Library for their salary study, and they offered to share the compiled data with us, using this research may provide an opportunity for cost saving. Ranum reiterated that the Board was being asked to approve the beginning of the bidding process, not the execution of a salary study. That will be brought before the Board in January 2014.

The RFP was approved on a motion by Anderson, seconded by Heimerl.

DIRECTOR'S REPORT

FY 2016 Strategic Planning

The Strategic Planning Committee has met and sent out two surveys on libraries services, one to patrons and one to staff. In addition a brief, detailed survey will be sent to counties and cities as well. The Strategic Planning Committee will continue to meet and once survey results are in further discussions will take place on vision for the future of libraries, library trends, and library issues. A draft plan will be submitted in November to the Executive Committee, and will be brought to the Board for approval at the January 2014 meeting.

Legislative Platform.

Ranum updated the Board on the two main areas in which libraries will be working. One is for a \$3m bonding bill for improvement of libraries under Library priorities. The other is an increase in funding for the Regional Telecom Aid program from \$2.3m to \$4.5 million. Additional funding will allow PLS to no longer be constrained by bandwidth.

Cosmos Library Update

The City of Cosmos and Rep. Dean Urdahl have been meeting to discuss the community need for not only a library, but a new City Hall/Community Center. Rep. Urdahl plans to propose a bonding bill, and has support from the Library Association, as Cosmos qualifies as a community in need. The city of Cosmos has also been asked to provide operational money if the library is built. PLS estimates that it will cost around \$1.2m for the library portion. The county has been setting money aside, but if the bonding bill does not pass, a serious discussion will need to take place on the likelihood of opening a new library.

Ranum also congratulated Ortega on her work with Legacy reporting to State Library Services since the departure of PLS's Legacy Coordinator. Because of recent work to modify the reporting system structure it will get easier to feed library Legacy statistics into a spreadsheet, which will then feed directly into the State's online reporting system. The Board thanked Ortega for her work.

Closed Session:

At 7:41 p.m. the meeting was closed on a motion by Anderson, seconded by Carlson, to discuss Union/PLS contract negotiations for 2013. Motion carried. Following discussion, motion was made by Reese, seconded by Vacek, to re-open the meeting at 8:21 p.m.

- Motion made by Heimerl, seconded by Schweiss, granting Executive/Finance Committee authority to approve a Union contract if one is presented before the January board meeting. Motion carries.
- Motion was made by Antony, seconded by Benoit, authorizing PLS management to move non-Union employees currently covered by the Aware Gold insurance plan to the Health Savings Account plan, effective January 1, 2014. Motion carried.

Future Board and Executive Meetings

The next Board meeting is scheduled for January 16, 2014, 7:00 p.m. (Finance at 6:30 p.m.)

The next Executive/Finance Meetings are November 21 and December 19, 2013

The meeting was adjourned by consensus at 8:25 p.m.

Recording Secretary, Renee Abeln