

PIONEERLAND LIBRARY SYSTEM

BOARD MEETING MINUTES

OCOTBER 20, 2016, 7:00 p.m., Willmar Public Library Multi-Purpose Room

The October 20, 2016 meeting of the Pioneerland Library System Board was called to order by Chair Doug Reese at 7:08 p.m. A quorum was present.

Guests present: Dawn Dailey, Benson/Kerkhoven head librarian; Gloria Sims, Maynard head librarian, Mary Christensen, Hutchinson City Council.

The agenda was approved as amended on a motion by Benoit, seconded by Fidler.

Minutes of the June 16, 2016 Board meeting were approved on a motion by B. Olson, seconded by Setzepfandt.

COMMITTEE REPORTS

FINANCE COMMITTEE

The September 2016 financial report was approved on a motion by Vacek, seconded by Hay.

Bills and check registers were approved on recommendation from the Finance Committee.

The 2017 preliminary budget was approved on a motion by Vacek, seconded by Fidler.

2017 Health Insurance: Due to the 29.5% increase in 2017 health insurance premiums through SW/WC Cooperative, PLS is recommending a move to the PEIP (Public Employees Insurance Program) Advantage HSA Compatible plan. Union members have voted in support of the move. On a recommendation from the Finance Committee, the move to the PEIP plan, and 2017 premium contributions as outlined, were approved.

Warner Connect Amendment: As a result of a federal government delay in processing current year E-rate applications, and the subsequent delay in payments, Warner Connect is asking to amend the current contract. The amendment will split the amount of the delayed E-rate reimbursement for the months of October (and November and December if needed) 50/50 with PLS. This will result in a PLS monthly payment of \$120,690 for each of the three months. Warner Connect agrees to refund PLS all of the increased payment amount within 36 hours of E-rate application approval and resumption of payments. On a recommendation from the Finance Committee the contract amendment was approved as outlined

Consulting Services Telecom RFP: A motion to hire the consulting firm of Ehlert and Associates at a fee of \$6,900 to assist PLS in preparing an RFP for telecommunications services was approved on recommendation from the Finance Committee. PLS's current contract with Warner Connect expires on June 30, 2017.

PERSONNEL COMMITTEE

New hires: The following new hires were approved on a recommendation by Vacek, seconded by Kallestad.

- Ashley Hall, Library Asst. I, Montevideo
- Brett Miller, Library Asst. I, Montevideo
- Rachel Randall Library Asst. I, Hutchinson
- Cheri Wollschlager, Library Asst. II, Raymond
- Erin Dollerschell, Library Asst. I, Litchfield

OLD BUSINESS: None

RLBSS FY16 Report of Results: Approval to sign and submit this annual report to the state was given on a motion by Carlson, seconded by Benoit.

RLTA FY17 Application: Approval to sign/submit the FY17 application for telecom funding was given on a motion from Sander, seconded by Hay.

RLBSS Funding Formula Resolution: A resolution supported by all members of the Council of Regional Public Library System Administrators (CRPLSA) asking for increased RLBSS funds, along with a change to the funding formula, was approved on a motion from Wilde, seconded by Kallestad. The provisions of this resolution, if accepted by all 12 regional library boards and approved by the 2017 Minnesota State Legislature, will provide more equalized funding between urban and rural libraries.

DIRECTOR'S REPORT

- 1) Mike Pogge-Weaver of Swift County resigned from the PLS Board to take a position as City Manager in Carroll, Iowa. He expressed his thanks for the opportunity to serve and wishes everyone the best.
- 2) The PLS Strategic Plan expires December 31, 2016. Ortega will call a meeting of the Strategic Planning Committee in November 2016 to begin work on the 2017-2019 Strategic Plan.
- 3) Karen Rothers will retire as Clara City head librarian on October 31, 2016 after 40 years of service. Larissa Christensen has been appointed Clara City head librarian, effective November 1. Larissa will add Clara City to her current duties as the Montevideo/Milan/Granite Falls head librarian. Interviews for the Madison-Canby-Dawson Head Librarian position are scheduled for October 28th. Bev Benz, long term Canby Library employee, is overseeing Madison-Canby-Dawson libraries in the interim.
- 4) The Minnesota Library Association (MLA) Conference in Duluth, MN on September 28-30, 2016, was attended by PLS Board members and staff. Board member Vacek submitted a written report of the meetings and seminars he attended and reviewed the highlights of this report with the Board. Wilde attended Trustee Day and shared that MLA lobbyist Elaine M. Keefe of Capitol Hill Associates, Inc. is retiring and will be replaced by Sam Walseth, also a lobbyist for Capitol Hill.
- 5) The Strategic Plan Review normally scheduled for the October meeting is tabled until January 2017 in order to report on the Cosmos Library project and the 2nd Phase Technology Roll-out (computer replacement) in addition to other accomplishments.
- 6) An overview of the PLS 2016 Summer Reading Program was distributed. Over 3000 youth registered for summer reading programs in PLS libraries and 210 story times, with over 4900 attending, were held.

Future Board and Executive Meetings:

Next Board meeting is scheduled for January 19, 2017, @ 7:00 PM (Finance 6:30).

Exec/Finance Meetings: November 17 & December 15, 2016 @ 6:00 P.M.

Chair Reese adjourned the meeting by consensus at 8:02 p.m.

Recording Secretary, Pam Dille