

**PIONEERLAND LIBRARY SYSTEM  
BOARD MEETING MINUTES**

June 21, 2012 7:00 p.m.

Willmar Public Library Multi-Purpose Room

The June 21, 2012, meeting of the Pioneerland Library System Board was called to order by Chair Amy Wilde at 7:07 p.m. Roll call was taken and a quorum was announced. New board members were introduced.

Guests present: Vicki Grimli, head librarian Ortonville/Graceville/Kerkhoven; Beth Cronk, head librarian Litchfield/Dassel/Grove City.

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

Minutes of the April 19, 2012 board meeting were approved on a motion by Schweiss, seconded by Vacek.

**COMMITTEE REPORTS:**

**FINANCE COMMITTEE: (B. WANGERIN)**

**May 2012 financial report** was approved on a motion by Wangerin, seconded by Antony.

**Bills and check registers** were approved on a motion to accept by Wangerin, seconded by Lopez.

**2013 Preliminary Budget (local libraries):** PLS Administration is asking for board approval to send 2013 funding requests to cities/counties for a 3% increase over 2012 requested amounts. With a few exceptions, PLS requests have been flat for the last 3 years. Finance Committee is recommending the 3% increase. Following discussion, on a motion by Heimerl, seconded by Fagnano, approval was given for administration to draft a letter to cities and counties requesting a 3% increase (14 yes, 6 no).

**FY13 Legacy Funds Application:** Approval to submit the FY13 Legacy Funds Application was given on a motion by Kyllingstad, seconded by McKim. Legacy funds are allocated according to the RLBSS funding formula. PLS should receive in FY13 an amount similar to the FY12 allocation, approximately \$110,000.

**PERSONNEL COMMITTEE:**

**New Hires** – None

**AD HOC Executive Director Search Committee:**

Mark Ranum was interviewed on June 13, 2012 for the position of PLS Executive Director on contract. Following the interview the Ad Hoc Search Committee met on June 19, 2012 to review references, credentials & background check for Mark; which all came back satisfactory. On a motion by Hoyhtya, seconded by Heimerl, the Search Committee recommends that the position of Executive Director (on contract, reviewed yearly) be offered to Mark Ranum. Motion carries. Motion was made by Olson, seconded by Heimerl, to terminate the current Interim Director contract, effective June 30, 2012, and to put in place the new Executive Director contract effective July 1, 2012. Motion carries.

**OLD BUSINESS:**

Performance Appraisal Exec Director & Director of Library Operations: Tabled until a Director was named. The Personnel Committee will convene to begin the task of drafting a review process now that the Director has been hired.

**NEW BUSINESS:**

**Canby Reserve Fund Request:** Canby Library is requesting approval to use approximately \$2,100 of reserve funds to complete a mural, painted by MN artist Greg Preslicka. Approval was given on a motion by Antony, seconded by B. Fox.

**Madison Reserve Fund Request:** Madison Library is requesting the use of approximately \$3,250 of reserve funds for a mural in the juvenile department, painted by MN artist Greg Preslicka. Approval was given on a motion by Johnsrud, seconded by Antony.

**Use of Admin Savings:** PLS anticipates saving approximately \$25,000 in 2012 due to the restructuring of administrative positions. Administration suggests that a portion of the savings be used to increase services to benefit PLS patrons system-wide. Increased funding for purchases of downloadable eBooks and Audiobooks is highly favored by head librarians and by public demand. A motion was made by Larson, seconded by Fagnano, to add an additional \$12,500 to the Overdrive collection budget. Motion carries.

**Director's Report:**

- 1) Glencoe Meeting – Mark Ranum met with city of Glencoe representatives to discuss PLS policies regarding privacy of patron information. Representatives of the city may meet with the Executive/Finance Committee in July for further discussion.
- 2) Fairfax - The new Fairfax Library is nearly complete, and the old library is closed for packing and moving to the new location. We anticipate opening the new facility early July.
- 3) Cosmos – The city of Cosmos is applying for a DEED building grant for a combined city offices, community center, and library. At the request of the city, PLS Director has sent a letter of support to the grant committee.

**Future meeting dates:**

The next full board meeting is scheduled for October 18, 2012 at 7:00 p.m. (Finance Committee at 6:00 p.m.) A comment was made by Guggemos that some members may have a conflict with this date due to MEA. Ortega will send out a doddle poll prior to the meeting to see how many would be unable to attend.

The meeting was adjourned at 8:29 p.m. on a motion by Heimerl, seconded by Olson.

Laurie Ortega, Recording Secretary.