

PIONEERLAND LIBRARY SYSTEM  
EXECUTIVE/FINANCE COMMITTEE MINUTES  
Thursday, July 20, 2017, Willmar Public Library Multipurpose Room

The meeting was called to order at 6:00 p.m. by Chair Ron Antony. A quorum was announced.

Present were committee members: Ron Antony, Mike Housman, Bonita Kallestad, Brad Johnson, Amy Wilde, and Cheryl Heimerl (by phone.) Admin Staff: Laurie Ortega. Guests: Cindy Hendrickx, head librarian, Appleton. Absent: Jeff Lopez, Dennis Ulrich, Brent Olson, Cathy Baumgartner, and Ron Shimanski.

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

**Minutes** of the May 18, 2017 Finance Committee and the June 15, 2017 Finance Committee were approved on a motion by Housman, seconded by Kallestad.

## COMMITTEE REPORTS:

### Finance Committee:

**The June 2017 Financial Report** was approved on a motion by Housman, seconded by Johnson.

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

### Personnel Committee:

**The following new hires** were approved on a motion by Wilde, seconded by Heimerl.

Linda Eden, Library Asst. III, Bird Island

Nicole Hannig, Library Asst. II, Spicer

**OLD BUSINESS:** None.

### NEW BUSINESS:

- A. ACH Payment Request:** Yellow Medicine County has requested that PLS authorize them to initiate electronic payments of funds. This will be a quicker process for them to get their funding payments to us. On a motion by Housman, seconded by Johnson, authorization was given to allow Yellow Medicine County to make ACH payments to PLS..
- B. FY18 Legacy application:** A motion to sign/submit the FY18 Legacy application in the amount of \$133,891 (FY18 appropriation amount) was made by Kallestad, seconded by Wilde. Motion carried.

### DIRECTOR'S UPDATE:

- A. Telecom Vendor transfer:** The transition from Warner Connect to Arvig for provision of PLS Internet service for the next three years has been completed. The project went smoothly and on time with no delays due to weather or other factors. Both Arvig and Warner Connect worked well with PLS IT Dept. on this transfer and we are happy with the smooth transition.

### OTHER:

- A. Next board meeting is scheduled for Thursday, October 19, 7:00 pm. (Finance 6:30 p.m.)
- B. Exec/Finance Meetings August 17 **and Sept. 14** at 6:00 p.m.

Meeting was adjourned at 6:17 p.m. on a motion by Housman, seconded by Heimerl.  
Recording Secretary --- Laurie Ortega