

PIONEERLAND LIBRARY SYSTEM  
EXECUTIVE/FINANCE COMMITTEE MINUTES  
Thursday, July 19, 2018, Willmar Public Library Multipurpose Room

The meeting was called to order at 6:00 p.m. by Chair Mike Housman. A quorum was announced and introductions made.

Present were committee members: Ron Antony, Ron Shimanski, Mike Housman, Dennis Ulrich, Brad Johnson, Abigail Duly, Amy Wilde and Todd Hay. Admin Staff: Laurie Ortega. Guests: Ria Newhouse, head librarian, Spicer/New London/Raymond/Lake Lillian/Atwater. Absent: John Maatz, Cathy Baumgartner and Roger Sandberg.

**The agenda** was approved on a motion by Shimanski, seconded by Antony.

**Minutes** of the June 21, 2018 Finance Committee were approved on a motion by Ulrich, seconded by Duly.

**COMMITTEE REPORTS:**

**Finance Committee:**

**The June 2018 Financial Report** was approved on a motion by Ulrich, seconded by Wilde. **Bills and check registers** were approved on a motion by Antony, seconded by Hay.

**Personnel Committee:**

**The following new hire** was approved on a motion by Antony, seconded by Johnson:  
Brenda Torres, Library Asst. I, Willmar

**OLD BUSINESS:**

- A. **PLS Bylaws Update:** Antony had a conversation with MCIT counsel regarding open meeting statute and electronic participation in library board meetings. The original statute sent to Ortega was incorrect. Antony will forward the applicable information to Ortega for review. Ortega may also contact State Library Services for their interpretation.

**NEW BUSINESS:** No new business

**DIRECTOR'S UPDATE:**

- A. **Willmar head librarian position:** The job ad for the open Willmar head librarian position has been reposted. The candidate who was interviewed and offered the position declined. Closing date for resume submission is August 10<sup>th</sup>.
- B. **Benson head librarian:** Benson head librarian Dawn Dailey has accepted a position as the director of the Douglas County Library in Alexandria. Her official last day with PLS is July 20<sup>th</sup>. The opening has been posted and the deadline for resume submission is August 3<sup>rd</sup>.
- C. Sue Anderson, longtime Pioneerland Library System acquisitions/cataloger, has announced her intent to retire from her position effective August 24, 2018. We wish to express our thanks to Sue for her many years (44!) of service.

**OTHER:**

- A. Next board meeting is scheduled for Thursday, October 18, 2018, 7:00 pm. (Finance 6:30)
- B. Exec/Finance Meetings August 16 and September 20 at 6:00 p.m.

Meeting was adjourned at 6:32 p.m. on a motion by Antony, seconded by Duly.

Recording Secretary --- Laurie Ortega