

PIONEERLAND LIBRARY SYSTEM  
EXECUTIVE/FINANCE COMMITTEE MINUTES  
Thursday, March 15, 2018, Willmar Library Multi-purpose Room

The meeting was called to order at 6:05 p.m. by Chair Housman. A quorum was announced and introductions made.

Present were committee members: Amy Wilde, Ron Antony, Cathy Baumgartner, Todd Hay, Mike Housman, and Roger Sandberg (by phone). Admin Staff: Laurie Ortega. Guests: Gloria Sims, Head Librarian, Maynard. Absent: Brad Johnson, Abigail Duly, John Maatz, Dennis Ulrich, and Ron Shimanski.

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

**Minutes of the February 15, 2018 Executive/Finance Committee** were approved on a motion by Hay, seconded by Baumgartner.

### COMMITTEE REPORTS:

#### Finance Committee:

- A. **The February 2018 Financial Report** was approved on a motion by Antony, seconded by Wilde.
- B. **Bills and check registers** were approved on a motion by Antony, seconded by Hay.

#### Personnel Committee:

**New Hires:** The following new hires were approved on a motion by Baumgartner, seconded by R. Sandberg: Gene Yocum, Library Asst. III, Cosmos  
Reeba Thompson, Library Asst. II, Ortonville  
Catherine Pachokas, Library Asst. III, Madison/Canby

**Director's Review Schedule:** Antony will send information packet to board members by April 23<sup>rd</sup> with a 'response due' date of May 7<sup>th</sup>. He will then compile responses for review by the Executive Committee directly following the May 17<sup>th</sup> Exec/Finance meeting. Recommendation will be brought to full board at the June meeting.

**OLD BUSINESS:** None.

#### NEW BUSINESS:

- A. **2017 MN Public Library Annual Report** – A request for approval to sign/submit the Annual Report to State Library Services was approved on a motion by Antony, seconded by R. Sandberg.

#### DIRECTOR'S UPDATE:

- A. **Willmar Librarian** – John Baken, Willmar head librarian, has announced his resignation effective March 23, 2018. John has been offered a position in Missouri where his family recently relocated. The position was posted internally as required by the union contract. No interest was expressed by head librarians and the position has now been posted widely.
- B. **CRPLSA Meeting:** Ortega will be attending a meeting of the regional directors (CRPLSA) at MELSA headquarters in Minneapolis April 5 -6.

**OTHER:**

**Library Legislative Day:** a brief update on Library Legislative Day activities was provided by Amy Wilde, who attended as the PLS representative.

- A.** Next board meeting is scheduled for Thursday, April 19 @ 7:00 p.m. (Finance @ 6:30)
- B.** Exec/Finance Meetings: May 17 @ 6:00 p.m.

Meeting was adjourned by consensus at 6:45 p.m.

Recording Secretary --- Laurie Ortega