

PIONEERLAND LIBRARY SYSTEM
EXECUTIVE AND FINANCE COMMITTEE MINUTES
November 20, 2014, 6:00 p.m.

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

Present were committee members: Brent Olson, Denis Anderson, Doug Reese, Roger Vacek, Graylen Carlson, Brad Johnson, Tim Benoit, Mary Huesing, Randy Kramer and Jeff Lopez.

Absent: Cathy Baumgartner.

Admin Staff: Mark Ranum, Laurie Ortega.

Guests: PLS Board members Todd Hay, Bonita Kallestad, Dean Jensen, Brad Lueders, Roman Fidler, and Mike Pogge-Weaver. Library Staff: Cindy Hendrickx, head librarian, Appleton and Gloria Sims, head librarian, Maynard.

Also in attendance for the Closed Session was attorney Frank Madden, Madden Galanter Hansen, LLP.

The Agenda was approved as amended on a motion by Anderson, seconded by Kramer

At 6:03 p.m. the meeting was closed on a motion by Olson, seconded by Anderson, for purposes of preliminary consideration of allegations against an individual who is subject to the Board's authority, pursuant to Minnesota Statute 13D.05, subdivision 2(b).

The meeting was re-opened at 6:55 p.m. A motion was made by Reese, seconded by Anderson, to continue the closed session at a meeting of the full board on December 18, 2014. Motion carried.

Minutes of the October 16, 2014, Finance committee were approved on a motion Carlson, seconded by Vacek.

COMMITTEE REPORTS:

Finance Committee: October 2014 financial report was approved on a motion by Olson, seconded by Anderson.

Bills and check registers: Approved on a motion by Benoit, seconded by Kramer.

Heritage Searchers Agreement: annual renewal of the agreement between Willmar Public Library and the Kandiyohi County Heritage Searchers was approved on a motion by Johnson, seconded by Huesing.

Personnel Committee:

New hires: The following new hire was approved on a motion by Reese, seconded by Vacek:

Linda Atkinson, Library Assistant II, Litchfield

Judy Shippy, Library Assistant II, Graceville

Michelle Moody, Library Assistant I, Glencoe

Old Business: None

New Business: None

Directors Report:

Warner Connect/Broadband Update: The last two libraries, Lake Lillian and Canby, have been brought online at the 12 MV speed which is the new minimum bandwidth in PLS libraries. All PLS libraries are now receiving a minimum of 12 mbps internet service. The contracted completion date of July 1st was not met by the provider (Warner Connect) which means the penalty phase of the contract is in effect. PLS Admin is working with Warner Connect to determine the amount of the penalty owed to PLS. These dollars are outside of the RLTA and e-rate pass through automation funds. These funds will be available for any purpose the Board determines.

Holds on ‘Coming Soon’ Materials: PLS has now implemented a new service for patrons to allow them to place holds on materials ordered, but not yet arrived at PLS. This allows for more efficient service to our patrons and saves staff time on the front desks of our libraries. You can find the link to ‘Coming Soon’ on the library catalog web page.

Appleton Grant: The city of Appleton has been awarded a construction grant in the amount of \$738,725. This project will build a new 7,500 square foot library and make space available for a building partnership proje4ct involving Public TV and the city of Appleton.

Other:

LqP Computer Commuter: PLS Admin will be meeting with Madison city manager and Madison library staff for discussions on a possible partnership between PLS (Madison/Dawson libraries) and the Lac Qui Parle ‘Computer Commuter.’

Meeting adjourned by consensus at 7:10 p.m.

Recording Secretary – Laurie Ortega