

PIONEERLAND LIBRARY SYSTEM  
EXECUTIVE/FINANCE COMMITTEE MINUTES  
Thursday, December 21, 2017, Willmar Library Conference Room

The meeting was called to order at 6:03 p.m. by Chair Ron Antony. A quorum was announced and introductions made.

Present were committee members: Brad Johnson, Mike Housman, Ron Antony, Brent Olson, Cheryl Heimerl, Cathy Baumgartner, Dennis Ulrich and Amy Wilde. Admin Staff: Laurie Ortega. Guest: Deb Lanthier, Head Librarian, Madison/Dawson/Canby. Absent: Bonita Kallestad, Ron Shimanski.

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

**Minutes of the November 16, 2017 Executive/Finance Committee** were approved on a motion by Baumgartner, seconded by Housman.

### **COMMITTEE REPORTS:**

#### **Finance Committee:**

1. **The November 2017 Financial Report** was approved on a motion by Housman, seconded by Ulrich.
2. **Bills and check registers** were approved on a motion by Housman, seconded by B. Heimerl.
3. **Kandiyohi County Law Library Contract for 2018** was approved on a motion by Olson, seconded by Johnson. This contract allows for administrative tasks that PLS perform for the Kandiyohi County Law Library.
4. **Clarkfield Service Contract for 2018** was approved on a motion by Heimerl, seconded by Wilde. The Clarkfield Library is one of a handful of libraries in the state of Minnesota that is not part of a regional library system. This contract provides for residents of Yellow Medicine County to access and borrow resources through PLS.
5. **The 2018 Insurance Package Renewal (Workers Compensation, Property and Casualty)** in the amount of \$18,738 was approved on a motion by Olson, seconded by Ulrich.

#### **Personnel Committee:**

**The following new hire** was approved on a motion by Baumgartner, seconded by Heimerl:  
Katharine Lindgren, Library Asst. II, Ortonville

**OLD BUSINESS:** None.

**NEW BUSINESS:** None

#### **DIRECTOR'S UPDATE:**

- A. IRS mileage rate for 2018 will be .545 cents per mile, up from the current rate of .535.
- B. Several board members will not be back for 2018. Brent Olson (Big Stone County) and Cheryl Heimerl (City of Madison) have termed out and will need to leave the PLS board for one year before being eligible for reappointment. Ortega has not yet been

notified of new appointments to fill those vacancies. Jeff Lopez has resigned due to other responsibilities and Chippewa County has appointed Dave Nordune as their representative.

C. Effective May 1, 2018, SAMMIE (Southwest Area Multicounty Multitype Interlibrary Exchange) will change its name to Prairielands Library Exchange.

**OTHER:**

- A. Next board meeting is scheduled for Thursday, January 18, 2018 at 7:00 pm. (Finance 6:30 p.m.)
- B. Exec/Finance Meetings: February 15 and March 16 at 6:00 p.m.

Meeting was adjourned on a motion by Heimerl, seconded by Olson at 6:34 p.m.  
Recording Secretary --- Laurie Ortega