

PIONEERLAND LIBRARY SYSTEM
EXECUTIVE/FINANCE COMMITTEE MINUTES
Thursday, July 21, 2016
Willmar Public Library Multipurpose Room

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

Present were committee members: Graylen Carlson, Brad Johnson, Jeff Lopez, Paul Setzepfandt, Doug Reese, Cheryl Heimerl, Mike Houseman, and Brent Olson. Admin Staff: Laurie Ortega, Pam Dille; Guests: Dawn Dailey, head librarian, Benson and Katy Hiltner, head librarian, Hutchinson/Winsted; Absent: Ron Shimanski, Ron Antony, Denis Anderson.

The agenda was approved on a motion by Houseman, seconded by B. Olson.

Minutes of the May 19, 2016 Exec/Finance Committee and June 16, 2016 Finance Committee were approved on a motion by B. Olson, seconded by Heimerl.

COMMITTEE REPORTS:

Finance Committee:

The June 2016 Financial Report was approved on a motion by Heimerl, seconded by Setzepfandt.

Bills and check registers were approved on a motion by B. Olson, seconded by Houseman.

Personnel Committee:

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

Breanne Nelsen, Library Asst. I, Litchfield
Elizabeth Hobbs, Library Asst. II, New London
Dawn Dailey, Kerkhoven Head Librarian

OLD BUSINESS: None.

NEW BUSINESS: Pioneerland's lease agreement with Kandiyohi County for office space is up as of 12-31-2016. Kandiyohi County proposed extending the lease agreement through 12-31-2021 that would leave the existing terms and conditions in place and provide a rental rate that includes a 3 percent annual adjustment. This annual adjustment rate is consistent with past lease agreement history. The lease agreement proposal was approved on a motion by G. Carlson, seconded by Heimerl.

DIRECTOR'S UPDATE:

A. Library Projects Update:

Cosmos Library: PLS staff has met with the contractor about data and electrical wiring design. Construction is ahead of schedule and the building completion, originally scheduled for mid-November, may be sooner. Warner will not be available to install Internet connection without a minimum of 6-weeks' notice. PLS has asked the city to inform us as soon as possible if the opening date is moved up.

New London Library: The city of New London continues to explore options for a different library building. The current building is in the basement of a professional office and is not ADA compliant. New London may consider a local option sale tax to help fund construction of a new building. Most likely this would be a city offices/library combination.

OTHER:

- A. Next board meeting is scheduled for Thursday, October 20, 2016, 7:00 pm. (Finance 6:30 p.m.)
- B. Exec/Finance Meetings August 18 & September 15th at 6:00 p.m.

Meeting was adjourned by consensus at 6:28 p.m.
Recording Secretary --- Pam Dille