

PIONEERLAND LIBRARY SYSTEM
EXECUTIVE/FINANCE COMMITTEE MINUTES
Thursday, May 19, 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, Jeff Lopez, Ron Antony, Paul Setzepfandt, Doug Reese, Cheryl Heimerl, and Brent Olson. Admin Staff: Laurie Ortega, Pam Dille; Guests: Larissa Christensen, head librarian, Montevideo/Milan/Granite Falls and Gloria Sims, head librarian, Maynard; Absent: Brad Johnson, Ron Shimanski, Mike Houseman, Denis Anderson.

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

Minutes of the April 21, 2016 Finance Committee were approved on a motion by Antony, seconded by Carlson.

COMMITTEE REPORTS:

Finance Committee:

The April 2016 Financial Report was approved on a motion by Carlson, seconded by Lopez.

The Final 2015 Financial Report was presented to the committee.

Bills and check registers were approved on a motion by Heimerl, seconded by Setzepfandt.

Personnel Committee:

The following new hires were approved on a motion by Antony, seconded by Olson.

Diana Gonzalez, Library Asst. I, Willmar

Jan Ervin, Library Asst. II, Olivia

Linda Krogsrud, Library Asst. II, Ortonville

Susan Westermeyer, Library Asst. II, Ortonville

Director Review Process: Antony reported the Personnel Committee met on May 10th to review the director evaluation surveys returned from PLS board members. Eleven of a potential 32 surveys were returned. As the next step in the process, the Personnel Committee will meet tonight following the Executive/Finance Committee meeting to review these surveys.

OLD BUSINESS: None.

NEW BUSINESS: Ortega prepared and presented the FY17 Legacy Application. The application was approved and signed by Chair Reese on a motion by Heimerl, seconded by Setzepfandt. The funding allocation for FY17 is \$113,612.58, 97% of the allocation for FY16. This is due to a budget shortfall in the MN Arts and Cultural Heritage Fund.

DIRECTOR'S UPDATE:

- A. Legislative Update:** The bonding bill which included library construction grants failed in both the House and the Senate. In an unusual move, a conference committee will

consider portions of the House, Senate, and Governor's bonding proposals using last year's HF 748 as a vehicle.

- B. Technology Rollout:** The first batch of computers has been ordered for the PLS "Second Phase Technology Roll-out", a plan to replace all staff and patron desktops and laptops. The libraries have issued their final numbers for replacement. With a couple exceptions, all libraries have plans in place for payment. The computers will be purchased through CDWG, a discount warehouse group that has provided excellent service in the past. The computers will be ordered in batches to be installed in a few libraries at a time. In this way there will be room to store the computers and warranties will not be consumed before they are installed. The plan is to replace all PLS computers by the end of the year. IT staff will schedule this so there should be little or no overtime required. The last time all PLS computers were replaced was in 2010.

OTHER:

- A. Next board meeting is scheduled for Thursday, June 16, 2016, 7:00 pm. (Finance 6:30 p.m.)
- B. Exec/Finance Meetings July 21 & August 18 at 6:00 p.m.

Meeting was adjourned by consensus at 6:23 p.m.
Recording Secretary --- Pam Dille