

**PIONEERLAND LIBRARY SYSTEM
BOARD MEETING MINUTES
June 16, 2011, 7:00 p.m.
Willmar Library Multi-Purpose Room**

The June 16, 2011 meeting of the Pioneerland Library System Board was called to order by Chair Amy Wilde at 7:00 p.m. Roll call was taken and a quorum as announced. Stacy Nass substituted for Roger Vacek, representing Hutchinson.

Guests present: Mary Henke, Hutchinson Librarian; Kristin Woizeschke, Benson Librarian.

Motion by Schweiss, seconded by Lopez to approve the agenda as amended. Motion carried.
Motion by Wangerin, seconded by Heimerl to approve the April, 2010 Board minutes as amended. Motion carried.

COMMITTEE REPORTS

FINANCE COMMITTEE: (D. Anderson)

May 2011 Financial Report – Motion to accept by Anderson, second by Setzepfandt; motion carried.

Approval of bills and check registers – Motion to accept by Anderson, second by Wangerin; motion carried.

2012 Preliminary Budget – Motion to accept by Anderson, second by Carlson; motion carried.

RLBSS Grant Application – Motion for approval to submit by Anderson, second by Wangerin; motion carried.

PERSONNEL COMMITTEE: (P. Kyllingstad)

New Hires – Motion by Kyllingstad, second by Carlson to approve the following new hires:

Claire Guggemos, Library Asst. I, Winsted

Leigha Felder, Library Asst. I, Winsted

Motion carried, with Julie Guggemos abstaining because of family relationship.

AD HOC COMMITTEE ON ADMINISTRATIVE STRUCTURE: (A. Wilde)

The committee has been working on possible administrative structure changes. Discussion included hiring or contracting a part time, temporary consultant to help Laurie Ortega with some directorship duties until the end of 2011, at which time it is hoped that permanent structural changes have been decided and administered.

Action: Motion by Herzer, second by Madsen: expenditure for assistance for Laurie Ortega until the end of 2011 will not exceed \$25,000, to be spent at the discretion of the Executive/Finance Committee. Motion carried.

New Business:

Summer Reading Contract, Dassel – Motion by Benoit, second by Heimerl to approve a contract in the amount of \$300 for Dassel's Summer Reading Program. Motion carried.

Old Business:

Legacy Update – (Laurie Ortega): PLS is on track to spend all their Legacy funds by the deadline and should not have to pay anything back to the State. Ortega will submit a report at the next board meeting.

Overdrive Update – (Laurie Ortega): Overdrive project is live. Ortega is working on collection development. Ortega will generate reports to keep Board advised.

Other:

Retirement of Winsted Librarian – Sharon Noerenberg, Winsted head librarian, will retire effective August 31, 2011. It is undecided whether to have an existing head librarian share the duties of Winsted or to hire a new head librarian. The city or county have until August 23rd to submit a request for reconsideration showing they are able to meet the criteria outlined in the Combining Head Librarian policy.

Possible State Shutdown – Several board members expressed concerns regarding Pioneerland's financial situation if the State shuts down. Laurie Ortega explained that we have approximately one year of reserves and that our investments are all liquid so we should be fine. If the shutdown becomes long term it was suggested that we have a special meeting. No action.

The next Board Meeting is scheduled for 7:00 p.m. Thursday, October 20, 2011.

Executive/ Finance Meetings are scheduled as follows:

Thursday, July 21, 2011; Thursday, August 18, 2011; Thursday, September 22, 2011.

The meeting was adjourned at 7:45 p.m.

Recording secretary, Kathy Baumgartner