

**PIONEERLAND LIBRARY SYSTEM
BOARD MEETING MINUTES
October 21, 2010, 7:00 p.m.
Multi-Purpose Room, Willmar Library**

The October 21, 2010 meeting of the Pioneerland Library System Board was called to order by Chair Amy Wilde at 7:01 p.m. Roll call was taken and a quorum was announced.

Guests present: Cindy Hendrickx, librarian, Appleton; Mark Ranum, director, Plum Creek Library System.

Motion, Hoyhtya; seconded by Wangerin to approve the agenda as amended. Motion carried. Motion, Antony; seconded by Heimerl to approve the June 17, 2010 Board minutes. Motion carried.

Public Forum

At 7:05 p.m. a 30 minute public forum was announced to address any questions or concerns regarding Pioneerland's revised Internet Use Policy. Upon closure of the public forum the PLS Board will be asked to vote on the Internet Use Policy.

Beth Lunn explained the revisions to the existing (2001) policy: the addition of language regarding cyber bullying and format changes. No members of the public presented themselves during the 30 minute forum. At 7:35 the public forum was closed. **A motion was made by Antony, seconded by Heimerl, to approve the revised Internet Use policy. Motion carried.**

COMMITTEE REPORTS

FINANCE COMMITTEE: (B. Wangerin for R. Hanson)

September 2010 Financial Report – Motion to accept by Wangerin, second by Hoyhtya; motion carried.

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

Revisions to SW/WC Coop Agreement: Motion to approve the revised agreement by Wangerin, second by Anderson. Motion carried.

Renewal of Heritage Searchers Agreement: Motion by Wangerin, second by Schweiss, to approve renewal of the annual agreement between Willmar library and the Kandiyohi County Heritage Searchers. Motion carried.

PERSONNEL COMMITTEE: (M. Dahl)

New Hires – Motion by Dahl, second by Dille, to approve the following new hires:

Laurie Kurth, Library Assistant I, Ortonville.

Julie French, Library Assistant II, Ortonville. Motion carried.

POLICY COMMITTEE: (R. Antony)

Meeting Room Use policy: Motion by Antony, seconded by Hoyhtya to approve the revised Meeting Room Use policy as presented. Motion carried.

STRATEGIC PLANNING COMMITTEE:

Strategic Plan Document FY 11-13: Questions were raised regarding the format of the Strategic Planning. The Strategic Planning Committee agreed to take the draft back to committee for further review. PLS Exec/Finance Committee will be asked to approve the revised Plan at their November meeting. Feedback regarding the draft plan should be sent to Administration before that date.

ADMINISTRATIVE STRUCTURE

SAMMIE/PLS/PCLS Administrative Study: Director Houlahan reported on the PLS/SAMMIE/Plum Creek administrative review that is being undertaken. An ad hoc committee will be formed to study PLS administrative structure, along with possible options for restructuring in light of the director's retirement in 2012. Committee will make a recommendation at the October 2011 board meeting. SAMMIE is currently undergoing a similar study in light of their director's retirement in 2011. PLS/PCLS will follow the progress of the SAMMIE study closely.

Houlahan stated that Pioneerland, Plum Creek and SAMMIE have a history of successful cooperative projects, including recent collaborations on several Legacy funded programs. Plum Creek director Mark Ranum was introduced to the board and asked to comment further on Plum Creek and possible collaboration with Pioneerland and SAMMIE:

- Plum Creek/Pioneerland are similar in size and service population (Plum Creek has 25 libraries, a bookmobile, and serves 115,000 population)
- Study will look at what is the best path forward for both library systems and the multi-type (SAMMIE)
- Will begin by looking at new management models for Plum Creek/SAMMIE focusing on the multi-type services.
- Some services do not lend themselves to sharing (staff management/supervision are very different between PLS and Plum Creek.)
- With the multi-type director retiring first, there is a possibility for large savings by not filling the position and combining administration with Plum Creek, leaving more money for direct service to libraries.

Old Business: None

New Business:

Teen Center's in our libraries: Recent focus in libraries is services to Teens, including providing Teen spaces. Pioneerland has 'Teen Centers' in the Madison, Glencoe, Bird Island, Ortonville and Willmar libraries, with several others planning similar areas. Information only, no action needed.

Directors Report (attached):

Litchfield Librarian Retirement: Jeanette Stottrup, Litchfield head librarian, has announced her retirement effective January 26, 2011. A search is currently underway for her replacement.

Glencoe Open House: Houlahan attended the Open House for the new Glencoe Library on October 17th.

Other:

PLS 2010 Service Award winners, along with retiring staff and board members, will be honored at the January 2011 board meeting. Administrative staff will plan a reception and award presentation.

The next Board Meeting is scheduled for **7:00 p.m. Thursday, January 20, 2011**, at Willmar Library.

On a motion by Heimerl, second by Setzepfandt, the meeting was adjourned at 8:21 p.m.

Recording secretary, Laurie Ortega