

**PIONEERLAND LIBRARY SYSTEM  
BOARD MEETING MINUTES**

October 18, 2018, 7:00 p.m., Willmar Public Library Multi-Purpose Room

Due to the absence of Chair Housman and Vice Chair Wilde, Antony was elected as a temporary Board Chair on a motion by R. Sandberg, seconded by Hay.

The October 18, 2018 meeting of the Pioneerland Library System Board was called to order by Temporary Chair Antony at 7:01 p.m. A quorum was present.

Guests present: Cindy Hendrickx, Head Librarian, Appleton Head; Beth Cronk, Meeker County Librarian.

**The agenda** was approved on a motion by Benoit, seconded by Kallestad.

**Minutes** of the June 21, 2018 Board meeting and Sept. 20, 2018 Executive/Finance Committee were approved on a motion by Baumgartner, seconded by Fidler.

**COMMITTEE REPORTS**

**FINANCE COMMITTEE**

**The September 2018 financial report** was presented by R. Sandberg. It was approved on a motion from Johnson, seconded by Ahmann.

**Bills and check registers** were approved on a motion by Hay, seconded by Asmus.

**2019 Preliminary Budget** was approved on a motion by Fagnano and seconded by Johnson. The board requested that a 5 year history of reserves balances be compiled and made available to board members.

**PERSONNEL COMMITTEE**

**New hires:** The following new hires were approved on a recommendation by Benoit, seconded by Fowler:

- Claire Witte, Library Asst. I, Glencoe
- Beth Fruetel, Library Asst. I, Litchfield
- Caitlin Berg, Library Asst. II, Olivia
- Heather Halstad, Library Asst. II, Dassel
- Sharon McRaith, Library Asst. I, Hutchinson

**OLD BUSINESS**

**PLS Bylaws Revision-** A revision to the PLS bylaws was approved on a motion by Baumgartner, seconded by Fidler.

**NEW BUSINESS**

**RLTA FY19 Application-** Approval to sign and submit the FY19 RLTA Application was given on a motion by Benoit, seconded by Kallestad.

**FY16 Legacy Funds: Completion Report-** the report was approved on a motion by Johnson, seconded by Hay. The board requested that reports and applications be included in the meeting packet for member review prior to the meeting.

**DIRECTOR'S REPORT**

Director Ortega gave a report about the MLA Conference held October 11 and 12, 2018. She also gave an update about the status of the Willmar Librarian position. An RFP for audit services for the years 2018-2020 is being posted for bid.

**Future Board and Executive Meetings:**

Next Board meeting is scheduled for January 17, 2019 @ 7:00 p.m. (Finance 6:30).

Executive/Finance Meetings: November 15 and December 20 @ 6:00 p.m.

The meeting was adjourned by consensus at 7:42 p.m.

Mary Bregel, Recording Secretary