

PIONEERLAND LIBRARY SYSTEM  
EXECUTIVE/FINANCE COMMITTEE MINUTES  
Thursday, July 18, 2019, Willmar Library Multipurpose Room

The meeting was called to order at 6:05 p.m. by Chair Antony. A quorum was announced.

Present were committee members: Ron Antony, Brad Johnson, Todd Hay, Steve Ahman, Brent Olson, John Maatz, Dennis Ulrich and Joe Tacheny. Admin Staff: Laurie Ortega  
Guests: no guests present. Absent: Ron Shimanski, Cathy Baumgartner and Abigail Duly.

**The agenda** was approved on a motion by Olson, seconded by Ahman.

**Minutes** of the June 20, 2019 Finance Committee were approved on a motion by Olson, seconded by Maatz.

**COMMITTEE REPORTS:**

**Finance Committee:**

**The June 2019 Financial Report** was approved on a motion by Hay, seconded by Johnson.

**Bills and check registers** were approved on a motion by Ahman, seconded by Antony.

**2020 Preliminary Budget** – Ortega informed committee that 2020 funding requests to cities/counties went out last week. They range from flat to 4% depending on library situation. Ortega will send to board a list of funders along with the amount requested by PLS for 2020.

**Personnel Committee:**

**New hires:** no new hires

**OLD BUSINESS:** None.

**NEW BUSINESS:**

**FY17 Legacy Funds:** Approval to sign and submit the FY17 Legacy Funds Completion Report was given on a motion by Johnson, seconded by Ulrich.

**By-Laws Review:** Committee discussed a possible review of PLS bylaws and Joint Powers Agreement following a question from board member on how number of representatives per signatory is determined. Ortega will send copies of bylaws and JPA to committee members for review. Discussion will continue at next Exec/Finance meeting on how this process might move forward. Discussion only, no action taken.

**DIRECTOR'S UPDATE:**

**A. CRPLSA:** Ortega will be out next week Wednesday – Friday for regional directors meeting in Mountain Iron.

**B. AMC Course:** Ortega completed the online AMC sponsored course ‘Supervising for Employee Engagement.’ It was a good course with a lot of useful information. The online format was very interactive and worked well for this course.

**OTHER:**

Next full board meeting is scheduled for Thursday, October 17, 2019, 7:00 pm. (Finance is at 6:30)

Exec/Finance Meetings August 15 and **September 26** at 6:00 p.m.

Meeting was adjourned at 6:50 p.m. on a motion by Hay, seconded by Johnson.

Recording Secretary --- Laurie Ortega