

PIONEERLAND LIBRARY SYSTEM  
EXECUTIVE/FINANCE COMMITTEE MINUTES  
Thursday, August 15, 2019, Willmar Library Multipurpose Room

The meeting was called to order at 6:00 p.m. by Chair Antony. A quorum was announced.

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

**The agenda** as amended was approved on a motion by Olson, seconded by Shimanski.

**Minutes** of the July 18, 2019 Finance Committee were approved on a motion by Olson, seconded by Hay.

**COMMITTEE REPORTS:**

**Finance Committee:**

**The July 2019 Financial Report** was approved on a motion by Ulrich, seconded by Baumgartner.

**Bills and check registers** were approved on a motion by Ulrich, seconded by Shimanski.

**Personnel Committee:**

**New hires:** The following new hires were approved on a motion by Johnson, seconded by

Maatz: Michelle Botker, Library Asst. II, Ortonville

Andrea Dietrich, Library Asst. II, Litchfield

**OLD BUSINESS:**

**JPA/Bylaws discussion:** This item will be added to the October 17 board meeting agenda for discussion and appointment of Ad Hoc Committee.

**NEW BUSINESS:**

**FY20 ACHF (Legacy) Application:** Approval to sign and submit the FY20 Legacy Application was given on a motion by Olson, seconded by Shimanski.

**RLTA FY19 Final Report/RLTA FY20 Application:** Approval to sign and submit both the FY19 RLTA Final Report and the FY20 RLTA Application was given on a motion by Johnson, seconded by Ulrich.

**Telecommunications Contract Extension:** Pioneerland's current contract with Arvig for telecommunications services includes two optional 1 year extensions. Director is asking for permission to exercise the option for a 1 year extension which would begin July 1, 2020. We are satisfied with the service, bandwidth speed, and price we are receiving from Arvig and don't feel there is a need for a new bid process at this time as long as there is an option available to extend the current contract. Motion was made by Olson, seconded by Shimanski to exercise the first 1-year renewal option with Arvig. Motion carried.

**DIRECTOR'S UPDATE:**

**A. October CRPLSA meeting:** Ortega will be hosting the regional directors here at PLS for the October 23-25 CRPLSA meeting.

**B. County presentations:** Ortega presented to the Kandiyohi County Commissioners August 6<sup>th</sup> regarding our FY20 funding request. She is on the calendar to present to the Renville County Commissioners on September 3<sup>rd</sup>.

**C. ‘The Librarians Guide to Homelessness’:** Director completed this MN State Library sponsored training on compassionate tools for reducing problems and conflict while remaining inclusive. This would be worthwhile training for front-line staff. Director will look into seeing what it would take to obtain a license to make this available to all staff.

**OTHER:**

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

Exec/Finance Meetings **September 26** and November 19 at 6:00 p.m.

Meeting was adjourned at 6:40 p.m. on a motion by Shimanski, seconded by Baumgartner.

Recording Secretary --- Laurie Ortega