

PIONEERLAND LIBRARY SYSTEM
EXECUTIVE/FINANCE COMMITTEE MINUTES
Thursday, April 16, 2020, Via Zoom due to COVID-19 Pandemic

The meeting was called to order at 6:04 p.m. by Chair B. Olson.

Committee members present (attending remotely): Brent Olson, Todd Hay, Brad Johnson, Doug Erickson, John Maatz, Ron Shimanski, Dennis Ulrich, Steve Ahmann, and Ron Atony. Admin Staff on site: Laurie Ortega. Guest attending remotely: Katy Hiltner, head librarian, Hutchinson and Winsted. Absent: Abigail Duly and Joe Tacheny.

The agenda was approved on a motion by Erickson, seconded by Ulrich.

Minutes of the March 19, 2020 Executive/Finance Committee were approved on a motion by Hay and seconded by Shimanski.

COMMITTEE REPORTS:

Finance Committee:

- A. **The March 2020 Financial Report** was approved on a motion by Ulrich, seconded by Hay.

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

Personnel Committee: No new hires

OLD BUSINESS: None.

NEW BUSINESS:

- A. **2019 Audit:** Following discussion, a motion was made by Johnson to set up a virtual meeting, separate from any board meeting, for the auditor to present a condensed audit report to board members interested in attending. The motion was seconded by Hay. Motion carried. Shimanski requested that all audit questions go through or are copied to Ortega and Hay requested that all answers from the auditor follow the same procedure.

- B. **Discussion on moving forward:** Director Ortega queried all cities about letting staff back into libraries to offer limited services. Most have replied back they are fine with that. The plan is to slowly roll out curbside delivery after existing holds and returns are handled and plan for an online only Summer Reading Program.

DIRECTOR'S UPDATE:

- A. Director Ortega reported that Pioneerland is continuing to update its online presence and adding content to Overdrive. Instant Digital cards are now available to patrons in our service area without a current PLS library card. This allows them to access our digital collection.

OTHER: Next Executive/Finance Committee meeting is scheduled for Thursday, May 21, 2020, 6:00 p.m.

Meeting was adjourned by consensus at 6:33 p.m.

Recording Secretary --- Marjorie DeJong