

PIONEERLAND LIBRARY SYSTEM BOARD MEETING

Thursday, June 17, 2021, @ 7:00 p.m. Meeting held via Zoom due to Covid-19

The June 17, 2021 meeting of the Pioneerland Library System board was called to order at 7:05 p.m. by Chair Olson. Roll call was taken and a quorum was present.

Admin Staff on site: Laurie Ortega, Director

Guest attending remotely: Vicki Bartz, head librarian Ortonville/Graceville.

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

Minutes of the April 15, 2021 Board and the March 20, 2021 Executive/Finance Committee were approved on a motion by Bjur and seconded by Asmus.

COMMITTEE REPORTS

FINANCE COMMITTEE

1. **The May 2021 Financial Report** was approved on a motion by Ulrich, seconded by Jensen.
2. **Bills and Check Registers** were approved on a motion by Fagnano, seconded by Ulrich.

PERSONNEL COMMITTEE:

1. **New Hires:** the following new hires were approved on a motion by Bjur and seconded by Schmalz:
Aimee Ramsbacher, Library Asst. II, Appleton
Reese Magnuson, Library Asst. I, Glencoe
Mallory Sylvester, Library Asst. I, Glencoe

OLD BUSINESS – None

NEW BUSINESS:

1. **FY22 RLBSS Application:** Approval to sign/submit the FY22 RLBSS application for state funding was given on a motion by Asmus, seconded by Winter.
2. **Telecom RFP:** PLS is in the final year of the current contract for telecommunications services and will need to begin the RFP process this year for telecom services beginning July 1, 2022. PLS Director would like to hire a consultant to oversee this process as we did in 2016 for the current contract. A proposal submitted by True North Consulting Group (the group used for the 2016 RFP) estimates a cost of \$8,970 to oversee the process from drafting of the RFP through award of contract. Approval to hire a consultant was given on a motion by Ulrich, seconded by Anderson.
3. **2022 Funding Request:** Following discussion, approval was given on a motion by Anderson, seconded by Hanson, for a 4% funding increase request to cities/counties for FY22. Administration will be sending funding requests letters out in early July.
4. **Quorum for meetings:** As obtaining a quorum for meetings can at times be challenging, Director has been asked to draft/send a letter to board appointees who have not been in regular attendance at meetings inquiring as to their interest in remaining on the board.

DIRECTORS REPORT

Legislative Update: The legislature has returned for special session in the hopes of approving a budget by their June 30 deadline. Both bills pertaining to libraries, the RLBSS formula change/funding increase request, and the biennial Legacy appropriation, are sitting in committee. It is unknown at this time if either will make it into the final budget.

ARPA Funds: State Library Services is directly distributing \$1,357,000 from American Rescue Plan Act (ARPA) dollars to the regional library systems to support projects and services aligned with priority areas identified by the federal Institute of Museum and Library Services. Pioneerland's share of these funds is \$91,311. Director will be meeting with admin staff and head librarians to gather ideas on ways to utilize these funds.

ECF Funds: The Emergency Connectivity Fund (ECF) has funds available to schools and libraries for connected devices and broadband internet connections for off library grounds use for those who otherwise do not have internet access. The application process and oversight of these dollars are being managed by the FCC and the federal e-rate program with specific requirements on use, eligibility, tracking and reporting. Pioneerland will not be applying for these funds during the current funding window due to the administrative burden required to implement the program.

Maynard Librarian: Longtime Maynard librarian Gloria Sims has announced her retirement effective July 1st. In keeping with current practice, this position will be combined with the head librarian position of another library. Any qualified head librarian interested in serving as Maynard head librarian in combination with their current position is asked to submit a letter of interest to the director.

OTHER

A. The next board meeting is scheduled for October 21, 2021 @ 7:00 p.m.

Executive/Finance meetings: July 15, August 19, September 16 @ 6:00 p.m.

***** Beginning with the July 15th Exec/Finance Meeting PLS will resume in-person Exec/Finance & Board meetings unless circumstances change *****

The meeting was adjourned by consensus at 8:07 p.m.

Recording Secretary – Laurie Ortega