

PIONEERLAND LIBRARY SYSTEM  
EXECUTIVE/FINANCE COMMITTEE MINUTES

Thursday, September 16, 2021. Meeting held remotely due to ongoing health pandemic  
(Minnesota Statute, Section 13D.021, Subd. 1)

The meeting was called to order at 6:08 p.m. by Chair B. Olson.

Committee members present: Dennis Ulrich, Brent Olson, Julie Asmus, John Winter, Doug Erickson, Marlys Bjur, and Eric Rudningen. Admin Staff on site: Laurie Ortega. Guest: Jake Fejedelem, Renville County head librarian. Absent: Ron Antony and Duane Anderson.

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

**Approval of August 19, 2021 Executive/Finance meeting minutes** was given on a motion by Bjur, seconded by Erickson.

**COMMITTEE REPORTS:**

**Finance Committee:**

- A. **The August 2021 Financial Report** was approved on a motion by Ulrich, seconded by Asmus.
- B. **Bills and Check Registers** were approved on a motion by Olson, seconded by Bjur.

**Personnel Committee:**

- **New Hires:** The following new hires were approved on a motion by Asmus, seconded by Rudningen:
  - Ashley Behrends, Library Asst. II, Willmar
  - Mercedie Packard, Library Asst. II, Ortonville
  - Sarah Long, Library Asst. III, Fairfax
  - Paulette Blair, Library Asst. II, Canby

**OLD BUSINESS:** No old business.

**NEW BUSINESS:**

- A. **FY21 RLBSS Report of Results:** Approval to sign and submit the FY21 RLBSS Report of Results and Expenditures was given on a motion by Bjur, seconded by Winter.

**DIRECTOR'S UPDATE:**

- A. **MCIT Insurance Estimate 2022:** We have received an estimate from MCIT for 2022 insurance contribution in the amount of \$21,501. This is approximately a 5% increase over the 2021 amount. PLS will be receiving a dividend slightly over \$1,000 at the end of the year so this will offset the 5% increase estimate for 2022. Final invoice for 2022 contribution will be sent at the end of the year.
- B. **2022 Health Insurance Premium:** We have not yet received our premium numbers for 2022 renewal. Director has been told they should be available October 1<sup>st</sup> and to expect an increase of 7 – 10%. Our insurance agent is looking into possible options other than PEIP to see what might be available to us.

**C. October Board Meeting:** Due to the continued rise of Covid cases and high risk of community spread in our area, ***board chair Brent Olson has invoked Minnesota Statute, Section 13D.021 subd. 1 for the October 21 meeting of the PLS Board. This meeting will be held virtually via Zoom.***

**OTHER:** Next full board meeting scheduled for October 21, 2021 @ 7:00 p.m. via Zoom  
Executive/Finance Meetings: November 18 (TBD) December 16, 2021 (TBD)

The meeting was adjourned by consensus at 6:33 p.m.

Recording Secretary – Laurie Ortega