

PIONEERLAND LIBRARY SYSTEM
EXECUTIVE/FINANCE COMMITTEE MINUTES
Thursday, November 18, 2021 @ 6:00 p.m.
2nd Floor Multipurpose Room, Willmar Public Library

The meeting was called to order at 6:00 p.m. by Chair B. Olson.

Committee members present: Dennis Ulrich, Brent Olson, John Winter, Doug Erickson, Marlys Bjur, Rollie Nissen, and Eric Rudningen. Admin Staff on site: Laurie Ortega.
Absent: Ron Antony, Julie Asmus and Duane Anderson.

The agenda was approved on a motion by Erickson, seconded by Rudningen.
Minutes of the September 16, 2021 Executive/Finance Committee were approved at the October 21, 2021 Board meeting.

COMMITTEE REPORTS:

Finance Committee:

- A. The October 2021 Financial Report** was approved on a motion by Ulrich, seconded by Bjur.

- B. Bills and Check Registers** were approved on a motion by Ulrich, seconded by Nissen.

Personnel Committee:

- **New Hires:** The following new hire was approved on a motion by Rudningen, seconded by Winter: Carolyn Schmidt, Library Asst. II, Glencoe

OLD BUSINESS: No old business.

NEW BUSINESS: No new business.

DIRECTOR'S UPDATE:

- A. RFP Telecom:** The RFP for the next telecom contract was posted November 8th. The mandatory vendor meeting was held virtually on November 16th with two possible vendors in attendance. Final date for proposal submission is December 22nd. We anticipate having an 'intent to award' for review at the January 20, 2022 board meeting.

- B. RFP Audit Services:** An RFP for 2021-2023 audit services has also been posted. Final date for submission is December 3, 2021. Will plan to review submitted proposals at the December Exec/Finance meeting.

- C. Contract Negotiations:** The union contract expires Dec. 31, 2021. As of today we have received the 'intent to negotiate' notice from the union however have not yet been sent an initial proposal.

OTHER: Next full board meeting scheduled for January 20, 2022 @ 7:00 p.m.
Executive/Finance Meetings: December 16, 2021 (TBD)

The meeting was adjourned by consensus at 6:29 p.m.

Recording Secretary – Laurie Ortega