

PIONEERLAND LIBRARY SYSTEM
EXECUTIVE/FINANCE COMMITTEE MINUTES

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

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

Committee members present: Dennis Ulrich, Brent Olson, Julie Asmus, Doug Erickson, Marlys Bjur, Eric Rudningen and Duane Anderson. Admin Staff on site: Laurie Ortega. Guests: Dean Jensen, PLS board, and Beth Cronk, Meeker County head librarian. Absent: Ron Antony and John Winter.

The agenda was approved as amended on a motion by Erickson, seconded by Asmus. **Approval of minutes** from the November 18, 2021 Executive/Finance meeting was given on a motion by Bjur, seconded by Anderson.

COMMITTEE REPORTS:

Finance Committee:

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

Personnel Committee:

- **New Hires:** The following new hire was approved on a motion by Olson, seconded by Bjur: Becky Nelson, Library Asst. III, Grove City

OLD BUSINESS: No old business.

NEW BUSINESS:

- A. **2021-2023 audit services:** A motion was made by Anderson, seconded by Ulrich, to accept the bid from Westberg Eichens, PLLP, for 2021-2023 audit service. Motion carried.

DIRECTOR'S UPDATE:

- A. **Telecom RFP update:** Bids for the next telecom services contract are due in to PLS on December 22nd. Bids will be opened and scored following submission deadline. The intent is to have an 'intent to award' ready for review at the January 2022 board meeting.
- B. **Director schedule:** Director plans to be out of the office the last week of December for holiday break.

OTHER: Next full board meeting scheduled for January 20, 2022 @ 7:00 p.m.
Executive/Finance Meetings: February 17 & March 17, 2022

The meeting was adjourned by consensus at 6:21 p.m.

Recording Secretary – Laurie Ortega