

PIONEERLAND LIBRARY SYSTEM BOARD MEETING

Thursday, March 17, 2022, 7:00 p.m. Willmar Public Library Multipurpose Room

The March, 2022 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: Laurie Ortega, Director

Guest attending: Deb Lanthier, Madison/Dawson/Canby head librarian

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

Minutes of the January 20, 2022 Board meeting and the February 17, 2022 Executive/Finance Committee were approved on a motion by Fagnano and seconded by Ulrich.

COMMITTEE REPORTS

FINANCE COMMITTEE

1. **The February 2022 Financial Report** was approved on a motion by Antony, seconded by Jaenisch.
2. **Bills and check registers** were approved on a motion by Winter, seconded by Jaenisch.

PERSONNEL COMMITTEE

1. New Hires: The following new hires were approved on a motion by Hanson, seconded by Paterson: Michelle Vavricka, Library Asst. III, Montevideo
Sheridan Busse, Library Asst. I, Montevideo

NEGOTIATIONS COMMITTEE

1. **2022-2023 union contract & non-union staff process:** The meeting was closed at 7:11 p.m. to discuss the negotiated 2022-2023 union contract and the non-union staff process. The meeting was reopened at 7:24 p.m. on a motion by Antony, seconded by Jaenisch.

The 2022-2023 union contract was approved on a motion by Jaenisch, seconded by Paterson. The changes were extended to non-union staff on a motion by Ulrich, seconded by Anderson. Changes are retroactive to January 1, 2022.

OLD BUSINESS – No old business.

NEW BUSINESS

- A. Delivery Contract:** The updated contract from Northern Network Express for courier service to PLS libraries is set to begin on April 1. The new contract contains a substantial and unexpected increase in daily charge and fuel surcharge. The contract contains a 30-day termination clause should a more cost effective option be found. At this time there have been no responses to Directors request for other quotes. Motion to sign the contract with Northern Network Express was approved on a motion by Schmalz, seconded by Hanson. Director will continue to look into other possible options.
- B. 2021 MN Public Library Annual Report:** A motion to sign/submit the annual public library report was approved on a motion by Paterson, seconded by Hanson. PLS submits this report containing annual statistics to State Library Services each year.

DIRECTORS REPORT

A. 2021 Audit: The 2021 audit is underway. All is going well and there have been no issues so far. The audit will be presented by Westberg Eischens at the April 21st board meeting.

B. Head librarian vacancies: PLS currently has two vacant head librarian positions: Benson/Kerkhoven, and Spicer/New London/Raymond/Lake Lillian/Atwater. Director has received an internal application for the Spicer et al vacancy and will interview soon. At this time there have been two other resumes submitted which could qualify to fill either position. Director will review the applications following the deadline for resume submission.

OTHER

A. The next board meeting is scheduled for April 21, 2022 @ 7:00 p.m. (Finance @ 6:30)
Executive/Finance meeting: May 19, 2022 at 6:00 p.m.

The meeting was adjourned by consensus at 7:49
p.m.

Recording secretary, Laurie Ortega