

PIONEERLAND LIBRARY SYSTEM
EXECUTIVE/FINANCE COMMITTEE MINUTES
Thursday, July 21, 2022, Willmar Library Multipurpose Room

Committee members present: Brent Olson, John Winter, Doug Erickson, Duane Anderson, Julie Asmus, Ron Antony, and Eric Rudningen. Absent: Dennis Ulrich, Marlys Bjur and Candice Jaenisch. Admin Staff on site: Laurie Ortega, Director. Guests: Andrew Bregar, head librarian, Willmar.

Meeting was called to order at 6:03 p.m. by Olson. Roll call was taken and a quorum was present.

The agenda was approved on a motion by Erickson, seconded by Rudningen.
No minutes to approve.

COMMITTEE REPORTS:

Finance Committee:

- A. **The June 2022 Financial Report** was approved on a motion by Asmus, seconded by Anderson.

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

Personnel Committee:

- 1) **New Hires:** The following new hires were approved on a motion by Antony, seconded by Asmus: Olivia Maertens, Library Asst. II, Spicer/New London
Julia Gulbrandson, Library Asst. II, Appleton
David Kemp, Library Asst. II, Willmar

OLD BUSINESS: None

NEW BUSINESS:

- 1) **FY23 ACHF (Legacy) Application:** Approval to sign and submit the FY23 ACHF (Legacy) application was given on a motion by Rudningen, seconded by Erickson.

- 2) **Director Review:** Ortega submitted a self-review for 2021 which was reviewed by Personnel Chair Antony and Board Chair Olson. Following a recommendation of a satisfactory review, approval was given on a motion by Antony, seconded by Asmus, to grant a step increase for the director retroactive to July 1, 2022.

DIRECTOR'S UPDATE:

- A. **Head Librarian Vacancy:** The head librarian vacancy for Benson/Kerkhoven remains open. Cindy Hendrickx, Appleton head librarian, will continue as the interim head librarian while the search continues.

- B. **Classification & Compensation study:** Ortega has received proposals from three agencies interested in undertaking a Classification & Compensation study for PLS. Proposals submitted by Bjorklund Compensation Consulting, LLC and DDA Human Resources, Inc. will be moved forward to the Executive/Finance Committee for review at the August meeting.

OTHER: Next board meeting is scheduled for October 20, 2022 @ 7:00 p.m. (Finance Committee @ 6:30) Executive/Finance Meetings: August 18, September 15 @ 6:00 p.m.

The meeting was adjourned by consensus at 6:40 p.m.
Recording Secretary – Laurie Ortega