

PIONEERLAND LIBRARY SYSTEM BOARD MEETING

Thursday, June 16, 2022, 7:00 p.m. Willmar Public Library Multipurpose Room

The June 2022 meeting of the Pioneerland Library System board was called to order at 7:00 p.m. by Chair Olson. Roll call was taken and a quorum was present.

Admin Staff: Laurie Ortega, Director

Guest attending: Vicki Bartz, head librarian, Ortonville/Graceville.

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

Minutes of the April 21, 2022 Board meeting and May 19, 2022 Executive/Finance meeting were approved on a motion by Ulrich, seconded by Paterson.

COMMITTEE REPORTS

FINANCE COMMITTEE

1. **The May 2022 Financial Report** was approved on a motion by Ulrich, seconded by Asmus.
2. **Bills and check registers** were approved on a motion by Erickson, seconded by Anderson.

PERSONNEL COMMITTEE

1. **New Hires:** The following new hires were approved on a motion by Schmalz, seconded by Bredeson: Jolene Valley, Library Asst. II, Benson/Kerkhoven
Isabella Swendra, Library Asst. I, Dassel
Rachel Clark, Youth Librarian, Litchfield
Susanna Jacobs, Library Asst. I, Hutchinson
Grace Ebert, Library Asst. I, Hutchinson
Amy Raffety, Library Asst. III, Ortonville/Graceville
Jason Frank, Library Asst. II, Ortonville/Graceville

OLD BUSINESS – No old business.

NEW BUSINESS –

1. **FY23 RLBSS Application:** Authorization to sign/submit the FY23 RLBSS funding application was given on a motion by Jaenisch, seconded by Asmus.
2. **2023 Funding Requests:** Funding request letters typically go out to cities/counties soon after July 4th. The director would like to move forward with requesting a 4% funding increase for 2023. With an almost 5% staffing increase approved for next year, along with anticipated increased cost for health insurance and other items, a 4% minimum request feels like a reasonable ask. Following discussion, the board agreed director should move forward with a 4% increase request. There may be a very small number of libraries where a larger % may be needed based on the health of the libraries reserves.
3. **Salary Study:** The last Classification & Compensation study in PLS was conducted in 2014 and implemented in 2015. With the current hiring and retention climate, director feels it is time to consider undertaking another study. Typically, these studies are completed every five to seven years and help an organization to remain competitive in hiring and retaining personnel. Ortega has spoken with three agencies interested in submitting a proposal for such a study. Following discussion, a motion was made by Erickson, seconded by Schmalz, to have the director solicit proposals for a Classification & Compensation study for PLS. Motion carried.

DIRECTORS REPORT

- A. IRS mileage rate increase:** The IRS has authorized a midyear adjustment to the mileage reimbursement rate. Effective July 1st the new rate will be 62.5 cents per mile.
- B. Legislative Update:** Minimal legislative action took place during this year's 'Bonding Year' session. No bonding bill was approved and there was, once again, no action on the RLBS funding increase/formula change bill. The bill had good support on both sides of the aisle, however was unfortunately dropped early in negotiations. There is very little chance the bill would make it to the floor should a special session be called by the governor. Regional System Directors are shifting focus to next years 'Funding Year' session.
- C. Head Librarian vacancy:** The head librarian position for Benson/Kerkhoven remains open. Ortega will be reposting.
- D. New London Library:** The New London library remains closed since May 12th due to water damage from the round of storms that week. Water remediation and construction is wrapping up and we anticipate the library will be ready to open early next week. No real news on the new library location. The architect will be presenting a preliminary drawing at a city council meeting in early July.

OTHER

- A.** The next board meeting is scheduled for October 20, 2022 @ 7:00 p.m. (Finance @ 6:30)
Executive/Finance meeting: July 21, August 18, September 15 @ 6:00 p.m.

The meeting was adjourned at 7:55 p.m. by Chair Olson.

Recording secretary, Laurie Ortega