

PIONEERLAND LIBRARY SYSTEM  
EXECUTIVE/FINANCE COMMITTEE MINUTES  
Thursday, September 22, 2022, PLS Headquarters Room #216

*Committee members present:* Brent Olson, Duane Anderson, Julie Asmus, Ron Antony, Marlys Bjur, Candice Jaenisch, Dennis Ulrich, John Winter, and Greg Snow (Alt). *Absent:* Doug Erickson and Eric Rudningen. *Admin Staff:* Laurie Ortega, Director. *Guest:* Beth Cronk, Meeker County head librarian.

Meeting was called to order at 6:00 p.m. by Olson. Roll call was taken and a quorum was present.

**The agenda** was approved on a motion by Asmus, seconded by Ulrich.

**Minutes of the August 18, 2022 Executive/Finance Committee** were approved on a motion by Antony, seconded by Bjur.

**COMMITTEE REPORTS:**

**Finance Committee:**

- A. **The August 2022 Financial Report** was approved on a motion by Ulrich, seconded by Jaenisch.
  
- 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 Jaenisch: Deb Forbrook, Head Librarian, Benson/Kerkhoven  
Gabrielle Johnson, Library Asst. III, Ortonville/Graceville  
Sandra Moorse, Library Asst. II, Olivia

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**DIRECTOR'S UPDATE:**

- A. **MCIT Insurance estimate 2023:** We have received an estimate from MCIT for 2023 insurance contribution in the amount of \$22,275. This is a slight increase over the 2022 contribution (+ \$787). Final invoicing for 2023 contribution will be sent at the end of this year.
  
- B. **Classification/Compensation Study update:** The C&C study has kicked off. Bjorklund has received the staffing information he requested and will begin interviewing one person from each job classification beginning this Friday. At this point Ortega does not have an estimated time frame for completion, however is hoping for something for the January 2023 board meeting.
  
- C. **Health insurance 2023:** Premium numbers for 2023 renewal have not been received. Director has been told they should be available by the end of September. Our insurance agent is looking into options other than PEIP that may be available to us. The Minnesota Healthcare Consortium has requested information and may be submitting a proposal.

**D. Computer replacement:** PLS is just beginning the planned system-wide computer replacement project that had been put on hold the last two years due to Covid. This is a big project that will stretch well into 2023. Director will continue to provide updates as this project moves forward.

**OTHER:** Next board meeting is scheduled for October 20, 2022 @ 7:00 p.m. (Finance Committee @ 6:30) Executive/Finance Meetings: November 17, December 15 @ 6:00 p.m.

The meeting was adjourned by consensus at 6:41 p.m.  
Recording Secretary – Laurie Ortega