

## PIONEERLAND LIBRARY SYSTEM BOARD MEETING MINUTES

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

The November 17, 2022 meeting of the Pioneerland Library System board was called to order at 7:00 p.m. by Vice Chair Antony. Roll call was taken and a quorum was present.

Admin Staff present: Laurie Ortega, Director

Guest attending: Cindy Hendrickx, Appleton Head Librarian

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

**Minutes** of the October 20, 2022 Board meeting were approved on a motion by Ulrich, seconded by Anderson.

### COMMITTEE REPORTS

#### FINANCE COMMITTEE

1. **The October 2022 Financial Report** was approved on a motion by Ulrich, seconded by Bjur.
2. **Bills and check registers** were approved on a motion by Bjur, seconded by Rudningen.

#### PERSONNEL COMMITTEE

1. **New Hires:** The following new hires were approved on a motion by Bjur, seconded by Huesing: Julie Roelofs, Library Asst. IV, Montevideo  
Riley Hoff, Library Asst. II, Granite Falls

**OLD BUSINESS** – No old business.

#### NEW BUSINESS –

1. **2023 Health Insurance Plans:** On a motion by Rudningen, seconded by Bjur, the decision by the insurance committee to offer three Blue Cross/Blue Shield plan choices for 2023 was ratified.

#### DIRECTORS REPORT

- A. Delivery fee 2023:** Northern Network Express has notified the director of their intent to increase the daily fee for delivery from \$360 (+ fuel surcharge) to \$382 (+ fuel surcharge.) The increase will take effect April 1, 2023.
- B. Head librarian vacancies:** Gabrielle Fountain has accepted the position of Glencoe/Brownton head librarian, effective November 21, 2022. Gabby is currently serving as the interim head librarian. She has worked at the Glencoe library for 12 years, most recently as the youth services librarian.  
The Ortonville/Graceville head librarian vacancy remains open. Director is looking into the possibility of hiring a former employee interested in serving as interim head librarian while the search continues.
- C. IT Systems Specialist:** Jason Zelek, IT Systems Specialists, has submitted his resignation effective November 25th. Jason has worked at PLS 14 years and is leaving to explore a new career opportunity. The job ad has been posted.

#### OTHER

- A.** Next board meeting: January 19, 2023 @ 7:00 p.m. (Finance @ 6:30)  
Executive/Finance meeting December 15 @ 6:00 p.m.

The meeting was adjourned at 7:45 p.m. on a motion by Bredeson, seconded by Rudningen.  
Recording secretary, Laurie Ortega