

PIONEERLAND LIBRARY SYSTEM  
EXECUTIVE/FINANCE COMMITTEE MINUTES  
Thursday, November 16, 2023, Willmar Library Multi-purpose room

*Committee members present:* Brent Olson, Duane Anderson, John Winter, Bill Paterson, Doug Erickson, Candice Jaenisch, Ron Antony and Eric Rudningen. *Admin Staff:* Laurie Ortega, Director. *Guest:* Beth Cronk, Meeker County 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 Erickson, seconded by Winter.

**Minutes of the September 21, 2023 Executive/Finance Committee** were approved at the October 19, 2023 Board meeting.

**COMMITTEE REPORTS:**

**Finance Committee:**

- A. The October 2023 Financial Report** was approved on a motion by Paterson, seconded by Rudningen.
  
- B. Bills and Check Registers** were approved on the same motion by Paterson, seconded by Rudningen.

**Personnel Committee:**

- 1) New Hires:** The following new hire was approved on a motion by Antony, seconded by Jaenisch: Krystal Wick, Library Asst. II, Chippewa County libraries.

**OLD BUSINESS:** None

**NEW BUSINESS:**

- 1) PLS Lease Agreement:** The agreement to renew Pioneerland's lease for office space for 2024-2025 was approved on a motion by Rudningen, seconded by Anderson. The agreement calls for a 2% increase for each year.

**DIRECTOR'S UPDATE:**

- 1) New London library:** The new library space is nearing completion with furniture and shelving due to be installed in early December. The current library will be closed, beginning Monday, December 11<sup>th</sup>, for boxing/moving of library materials to the new space. The plan is to re-open in the new space no later than January 2<sup>nd</sup> - earlier if everything is set and ready to go. This schedule is subject to some flexibility due to weather and working around the holidays.
  
- 2) Contract negotiations:** The union contract expires December 31, 2023. As of today, we have received the 'intent to negotiate' notice from the union, however have not yet been sent an initial proposal.

**OTHER:** Next board meeting is scheduled for January 18, 2024 @ 7:00 p.m. (Finance Committee @ 6:30) Executive/Finance Meetings: December 21 @ 6:00 p.m.

The meeting was adjourned by consensus at 6:21 p.m.  
Recording Secretary – Laurie Ortega