

PIONEERLAND LIBRARY SYSTEM BOARD MEETING MINUTES

Thursday, October 17, 2024, 7:00 p.m. Willmar Public Library Multipurpose Room

The October 20, 2024, meeting of the Pioneerland Library System board was called to order at 7:05 p.m. by Chair Brent Olson. Roll call was taken and introductions were made.

Admin Staff present: Laurie Ortega, Executive Director. Guest attending: Andrew Bregar, Head Librarian, Willmar.

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

Minutes of the June 20, 2024, Board meeting and the September 19, 2024, Executive/Finance meeting were approved on a motion by Fritsche and seconded by Rudningen.

COMMITTEE REPORTS

FINANCE COMMITTEE

1. **The September 2024 Financial Report** was approved on a motion by Jaenisch, seconded by Tufto.
2. **Bills and check registers** were approved on a motion by Jaenisch, seconded by Fritsche.
3. **The 2025 Preliminary Budget** was approved on a motion by Jaenisch, seconded by Rudningen.

PERSONNEL COMMITTEE

1. **New Hires:** The following new hires were approved on a motion by Bredeson, seconded by Olson: Irene Schwartz, Library Asst. II, Litchfield
Luanne Euerle, Library Asst II, Grove City
Kate Muntean, Library Asst. II, Dawson
2. **Director Review:** Following a recommendation of a satisfactory review by the Executive/Finance Committee, approval was given on a motion by Olson, seconded by Winter, to grant a 3% increase for the director retroactive to July 1, 2024.

OLD BUSINESS – No old business.

NEW BUSINESS

A. June board meeting date: As June 19, 2024, is a holiday (Juneteenth) the PLS board will not be meeting that day. Following discussion, consensus is to change the June 2024 board meeting to Thursday, June 12th. Director will make this change and send out the 2025 Board Meeting Calendar.

DIRECTORS REPORT

- A) 2025 Health Insurance:** The 2025 health insurance renewal came in as calculated to a 4% increase. This is great news and the lowest increase we have seen in quite a while. Open enrollment information will be sent to staff by the end of October and preliminary budget number revised once enrollment information has been received.
- B) IT switch project:** The replacement of switches in all PLS libraries is nearly complete with just three libraries left to go. The project has been smooth with no issues.
- C) Director schedule:** The director will be out of the office the week of October 21st to attend CRPLSA meetings and the annual Minnesota Library Association Conference in Rochester.

OTHER

- A. The next board meeting is scheduled for January 16, 2025 @ 7:00 p.m. (Finance @ 6:30)
Executive/Finance meetings: November 21& December 19 at 6:00 p.m.

The meeting was adjourned by consensus at 7:27 p.m.
Recording secretary, Laurie Ortega