

PIONEERLAND LIBRARY SYSTEM BOARD MEETING

Thursday, February 20, 2025, 7:00 p.m. Willmar Public Library Multipurpose Room

The February 20, 2025, meeting of the Pioneerland Library System board was called to order at 7:00 p.m. by Vice Chair Eric Rudningen. Roll call was taken, introductions were made, and a quorum was present.

Admin Staff: Laurie Ortega, Director

Guest attending: Andrew Bregar, Head Librarian, Willmar; Katy Hiltner, Head Librarian, Hutchinson/Winsted.

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

Minutes of the October 17, 2024, board meeting and the November 21, 2024, Executive/Finance Committee were approved on a motion by Rotunda and seconded by Dale Anderson.

The following slate of officers for 2025 was proposed. A call for nominations from the floor was given. There were no nominations from the floor.

1. Board Chair: Eric Rudningen (Big Swift County)
2. Vice Chair: Duane Anderson (Kandiyohi County)
3. Secretary: John Winter (City of Glencoe)
4. Treasurer: Bill Paterson (City of Willmar)
5. Finance Chair: Mitch Kling (Yellow Medicine County)

The slate of officers was approved unanimously as proposed on a motion by Stranberg, seconded by Duane Anderson.

The following list of members to the finance committee were finalized following a call for volunteers.

1. Bill Thyne (Big Stone County)
2. Dale Anderson (Kandiyohi County)
3. Cheryl VanOrt (Meeker County)
4. Scott Peterson (City of Granite Falls)
5. Kurt Stranberg (Chippewa County)

One open spot on the finance committee remains. Interested persons please contact Director Ortega.

COMMITTEE REPORTS

FINANCE COMMITTEE

1. **The December 2024 (preliminary) Financial Report** was presented as information. The final December R&E will be available following the annual audit.
The January 2025 Financial Report was approved on a motion by Kling, seconded by Duane Anderson.
2. **Bills and check registers** were approved on a motion by Kling, seconded by Paterson.
3. **The final 2025 Budget** was approved on a motion by Kling, seconded by Shuldes.

PERSONNEL COMMITTEE

1. New Hires: The following new hires were approved on a motion by Rudningen, seconded by Dale Anderson: Kaden St. Onge, Library Asst. III, Glencoe
Katherine Snell, Library Asst. III, Cosmos
Jessica Schmidt, Library Asst. III, Cosmos
Holly Burdorf, Library Asst. II, Willmar

OLD BUSINESS – No old business.

NEW BUSINESS

- A. Audit Services 2024-2026:** In response to its request for proposals for audit services for the years 2024-2026 Pioneerland received one bid from Westberg Eischens, PLLP, for a three-year total cost of \$47,250. Motion to approve the bid/cost received from Westberg Eischens was made by Stranberg, seconded by Winter. Motion carried.
- B. E-Rate funding year 2025:** Our current contract with Arvig for telecommunications services includes two one-year optional extensions. As we are in the third and final year of our contract the director would like to exercise the first of our two optional extensions for funding year 2025. Approval was given on a motion by Kling, seconded by Thole, to exercise a one-year extension for E-Rate funding year 2025.
- C. 2025 Pay Equity Report:** The 2025 pay equity report to the state was due on January 31, 2025. This report is completed every three years. Director Ortega was unable to meet the deadline due to being out on medical leave and has been granted a sixty-day extension to file without penalty. Work on the report has begun and it is ready to submit once approval is given. Approval for Ortega to complete and submit the pay equity report on behalf of Pioneerland was given on a motion by Shuldes, seconded by Paterson.

DIRECTORS REPORT

- A. 2025 Committee Preference forms:** Ortega requests that board members complete the committee preference form they were given and return to her. Committee appointments will be made at the March 20, 2025, Executive/Finance meeting. If you do not have a committee preference you will be assigned where needed.

OTHER

- A.** The next board meeting is scheduled for April 17, 2025 @ 7:00 p.m. (Finance @ 6:30)
Executive/Finance meetings: March 20 at 6:00 p.m.

The meeting was adjourned by consensus at 7:30 p.m.

Recording secretary, Laurie Ortega