

PIONEERLAND LIBRARY SYSTEM
EXECUTIVE/FINANCE COMMITTEE MINUTES
Thursday, May15, 2025, Willmar Library Multipurpose room

Committee members present: John Winter, Bill Paterson, Eric Rudningen, Mitch Kling, Cheryl VanOrt, Duane Anderson, Dale Anderson, Scott Peterson, Greg Thole, and Kurt Stranberg.
Admin Staff on site: Laurie Ortega, Director. Guest: Andrew Bregar, Willmar head librarian.
Absent: Bill Thyne.

Meeting was called to order at 6:01 p.m. by Rudningen. Roll call was taken and a quorum was present.

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

Minutes of the March 20, 2025, Executive/Finance Committee were approved at the April 17, 2025, Board meeting.

COMMITTEE REPORTS:

Finance Committee:

A. The April 2025 Financial Report was approved on a motion by Stranberg, seconded by Thole.

B. Bills and Check Registers were approved on a motion by Kling, seconded by Winter.

Personnel Committee:

- **New Hires:** The following new hire was approved on a motion by Paterson, seconded by VanOrt: Sam Kable, Library Asst. I, Hutchinson
Julia Johnson, Library Asst. I, Hutchinson

OLD BUSINESS: None

NEW BUSINESS:

A. Capitalization & Depreciation Policy: The 2024 audit letter recommends an update to current Capitalization Policy to account for new GASB guidance on aggregate capitalization. Ortega is unable to find a current capitalization policy so is working to create one. Committee discussion centered on increasing the threshold for capitalization and whether books/collections should be considered assets (subject to aggregate capitalization) or an inexhaustible resource and not capitalized. Following discussion motion was made by Peterson, seconded by Kling, to increase the capitalization threshold to \$5,000 (current is \$1,500) and to not capitalize the library collection as it is considered an inexhaustible resource. Motion passed unanimously. Ortega will put together a draft for policy committee review with the intent to bring it to the full board at the June meeting.

DIRECTOR'S UPDATE:

A. Director is following updates regarding current federal funding and other library happenings. Libraries are busy gearing up for the summer reading program.

OTHER: Next board meeting is scheduled for **June 12, 2025 @ 7:00 p.m.** (Finance Committee @ 6:30) Executive/Finance Meetings: July 17, August 21 @ 6:00 p.m.

The meeting was adjourned by consensus at 6:30 p.m.
Recording Secretary – Laurie Ortega