

PIONEERLAND LIBRARY SYSTEM  
EXECUTIVE/FINANCE COMMITTEE MINUTES  
Thursday, July 17, 2025, Willmar Library Multipurpose room

Committee members present: John Winter, Bill Paterson, Mitch Kling, Scott Peterson, Duane Anderson, Dale Anderson, and Kurt Stranberg.

Admin Staff on site: Laurie Ortega, Director. Guest: Andrew Bregar, Head librarian, Willmar. Absent: Cheryl VanNort, Eric Rudningen, Bill Thyne, and Greg Thole.

Meeting was called to order at 6:06 p.m. by Duane Anderson. Roll call was taken and a quorum was present.

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

***Minutes of the May 15, 2025, Executive/Finance Committee were approved at the June 12, 2024, Board meeting.***

**COMMITTEE REPORTS:**

**A. Finance Committee:**

**1) The June 2025 Financial Report** was approved on a motion by Kling, seconded by Peterson.

**2) Bills and Check Registers** were approved on a motion by Stranberg, seconded by Paterson.

**B. Personnel Committee:**

- **New Hires:** The following new hires were approved on a motion by Kling, seconded by Dale Anderson: Melissa Dagel, Teen Services Librarian, Willmar  
Carlie Martinez, Library Asst. I, Montevideo

**OLD BUSINESS:** NONE

**NEW BUSINESS:**

**FY26 ACHF (Legacy) Application:** The FY26 Legacy application was approved for signing and submission on a motion by Dale Anderson, seconded by Peterson.

**DIRECTOR'S UPDATE:**

**A. Minitex Thank You:** A letter from Maggie Snow, on behalf of Minitex, thanking the board for endorsing the resolution supporting Minitex services was shared with the committee members.

**B. E-rate funding letter:** We have not yet received a funding commitment letter from USAC for FY26 e-rate funding. We are beyond the start of the FY26 funding year, which was July 1<sup>st</sup>. The director has been told that the application remains 'under review.' Arvig is aware that we have not received approval and if we choose to pay only our portion of the monthly billing while we await notification we will not be charged interest or penalties. That is what we have chosen to do for the July billing. Ortega will contact USAC again if she has not received any notification following the 120-day window for review.

**OTHER:** Next board meeting scheduled for October 16, 2025 @ 7:00 p.m. (Finance @ 6:30) Executive/Finance Meetings: August 21 & September 18 @ 6:00 p.m.

The meeting was adjourned by consensus at 6:39 p.m.

Recording Secretary – Laurie Ortega