

PIONEERLAND LIBRARY SYSTEM  
EXECUTIVE/FINANCE COMMITTEE MINUTES  
Thursday, November 20, 2025, Willmar Library Multipurpose room

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

Meeting was called to order at 6:00 p.m. by Chair Rudningen. Roll call was taken and a quorum was present.

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

*Minutes of the September 18, 2025, Executive Finance Committee were approved at the October 16, 2025, Board meeting.*

**COMMITTEE REPORTS:**

**A. Finance Committee:**

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

**2) Bills and Check Registers** were approved on a motion by Kling, seconded by Duane Anderson.

**B. Personnel Committee:**

- **New Hires:** The following new hires were approved on a motion by Kling, seconded by Stranberg: Rachel Clark, Children's Librarian, Willmar  
Mary Anderson, Library Asst. II, Hutchinson  
Elyzabeth Fischer, Library Asst. I, Hutchinson  
Marilyn Froehlich, Library Asst. III, Spicer
- **Hiring Committee:** The hiring committee (Executive Committee) met recently on Zoom and has chosen to contract with DDA Human Resources, Inc. to conduct the Executive Director search. Updates will be shared as the process moves forward.

**OLD BUSINESS:** None

**NEW BUSINESS:**

**1) RLTA FY26 application:** The state has requested that PLS submit an RLTA application for FY26, without the federal forms, as our application remains under review. Authorization to sign/submit the FY26 RLTA application was given on a motion by VanNoort, seconded by Thole.

**DIRECTOR'S UPDATE:**

**1. Negotiations process:** The director has received an initial proposal from the head librarians group and the PLS negotiations committee did meet ahead of tonight's Exec/Finance to discuss and draft a counter proposal. The two sides will meet in early December.

**2. Paid Family Leave:** PLS received notice that our request for an Equivalent Plan Substitution (NIS) has been approved. Required employee notifications will be sent out by the December 1<sup>st</sup> deadline.

**3. FY26 e-rate update:** We are still waiting for approval of the Willmar Independent School District application which will enable the reviewer to approve PLS's application. There have been no changes to that status as of tonight's meeting.

**OTHER:** Next board meeting scheduled for January 15, 2026 @ 7:00 p.m. (Finance @ 6:30)  
Executive/Finance Meeting: December 18 @ 6:00 p.m.

The meeting was adjourned by consensus at 6:26 p.m.

Recording Secretary – Laurie Ortega