

Advisory Council of Library Directors
April 11, 2018
Approved 5/2/18

PLUM CREEK LIBRARY SYSTEM
ADVISORY COUNCIL OF LIBRARY DIRECTORS
April 11, 2018

Time & Place: The Advisory Council of Library Directors met at the Murray County Courts Building April 4, 2018, at 9:30 a.m.

Present:

Beth Cuperus, Fulda Memorial Library
Marilyn Daub, Wabasso Public Library
Tam Erickson Jackson County Library
Vanessa Hoffmann, Morgan Public Library
Calla Jarvie, Rock County Library, (Luverne)
Michele Leininger, Marshall Lyon County Library
Kari Ourada, Westbrook Public Library
Carla Skjong, Tyler Public Library
Teri Smith, Redwood Falls Public Library
Lori Stainer, Slayton Public Library
Sue Vizecky, Ivanhoe Public Library
Jody Wacker, Meinders Community Library (Pipestone)
Clint Wolthuizen, Nobles County Library (Worthington)

Absent:

Dawn Aamot, Windom Public Library
Janine Bunjer, Lake Benton Public Library
Mary Buysse, Minneota Public Library
Elberta DeJager, Edgerton Public Library
Joni Dagele, Siverson Public Library (Hendricks)
Carol Lehman, Mt. Lake Public Library
Valerie Quist, Tracy Public Library
Alicia Vogel, Lamberton Public Library

Jim Trojanowski, Joel Sasse and Rebecca Hudson were PCLS staff members in attendance.

1. Call to Order

Chair Tam Erickson called the meeting of the Advisory Council of Library Directors to order at 9:33 a.m.

2. Additions to the Agenda

The agenda was approved as written.

3. Introductions

Introductions were made and new Rock County Library director Calla Jarvie was welcomed.

4. Minutes

M/S M. Daub/C. Wolthuizen to approve the minutes of the February 7, 2018 Advisory Council meeting. Motion carried.

5. Library Updates

None given.

6. Committee Appointments

M/S J. Wacker/M. Daub to elect the following to open committee positions.

Tam Erickson – ILS Committee

Emily Blaeser – Overdrive Juvenile/YA Selection Committee

Kari Ourada – ACHF Committee

Motion carried

7. Process for Rescheduling AC Meetings

Discussion about how to handle rescheduling meetings because of inclement weather or when a quorum is not likely to be present was held. It was decided that every effort to reschedule the meeting the following Wednesday will be made and notification via email will be used to notify of the change. Those who wish to receive a text message may ask to do so.

8. Appointment of Committee to Update PCLS Strategic Plan

A committee consisting of Michele Leininger, Clint Wolthuizen and Lori Stainer will work on updating the strategic plan.

9. Cooperative Method of Replacing Missing DVD and CDs.

Teri Smith suggested that an effort to share information regarding partial DVD and CD sets could be a way to complete missing sets rather than buying replacement disk or discarding the movie or audio book. It was decided that those who wish to may send out an email to the directors regarding finding replacement disks.

10. Review of Koha Upgrade

Joel Sasse outlined recent Koha upgrades.

11. Discussion of Survey Results

Trojanowski reported that half of the directors responded to the survey that he sent out. Discussion followed as to the intent of the survey and how the information can be used. It was noted that the results could affect the the strategic plan.

12. Budget Discussion

Trojanowski outlined the proposed budget with anticipated increases for IT, ILS and Delivery services. It was agreed that a fourth category should be added for building maintenance and upkeep in future years.

13. Review of ILL and Circulation Data for Plum Creek and State of Minnesota

Trojanowski presented data regarding the past ten years of circulation statistics within the system and across the state.

14. System-wide Annual Report

There has been interest in developing a system wide annual report and work will begin on that using 2017 library data.

15. MnWrites/MnReads

The total cost for the MnWrites/MnReads program is \$1,019 with each library's share being \$49. There will be a writer's contest running from April 1 through June 30, with two \$1,000 prizes given for first place in the Young Adult and Adult categories, and each library system is asked to provide three judges for first round judging.

16. Adjourn

M/S V. Hoffmann/M. Daub to adjourn the meeting at 11:58 a.m. Motion carried.