

PCLS Executive Committee

May 16, 2018

Approved June 20, 2018

PCLS Executive Committee Meeting

May 16, 2018

TIME AND PLACE: A meeting of the Executive Committee convened on May 16, 2018, 6:30 p.m. at the Slayton Public Library Community Room.

PRESENT:

Evan Schiller, Chair (Pipestone County)
Donna Gravley, Secretary (Cottonwood County)
Anita Winkel, Treasurer (Cottonwood County)
Lori Gunnink, Chair Elect (Murray County)

ABSENT:

Jody Reisch, Past Chair (Rock County)

Jim Trojanowski and Rebecca Hudson were PCLS staff present.

1. CALL TO ORDER

The meeting was called to order at 6:24 p.m. by Evan Schiller.

2. INTRODUCTIONS

3. PUBLIC COMMENT - None

4. AMENDMENTS TO THE AGENDA

M/S L. Gunnink/D. Gravley to accept the agenda as written with the addition of a closed session to review director evaluations. Motion carried unanimously.

5. MINUTES

The minutes of the April 25, 2018 Governing Board and May 2, 2018 Advisory Council will be presented at the June Governing Board meeting.

6. REPORTS

M/S D. Gravley/A. Winkel to approve the financial reports, with the removal of the credit card statements, which will be approved at the June Governing Board meeting. Motion carried unanimously.

7. DIRECTOR'S REPORT

Progress has been made on approval of the new Joint Powers Agreement with two signatures left to collect. Plum Creek is in the process of looking at new phone systems to replace the outdated system. Delivery driver Jimmy Kill has submitted his resignation effective in September and the

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decision to replace his position with two part time drivers has been made. Jim Thompson has been hired and a search for another driver is underway. Cleo Wicks has requested a change in her insurance coverage with Plum Creek paying for her Medicare Part B Supplemental insurance in lieu of insuring her with the system's group health insurance. Trojanowski will be out of the office on vacation May 25 through June 4.

8. REVIEW AND DISCUSSION OF DIRECTOR EVALUATION PROCESS

Schiller reported that he has received 90% of the director evaluations that were sent to the Governing Board, Advisory Council and Staff. The board agreed to discuss the evaluations in closed session at the end of the meeting, and authorized Schiller to meet with Jim to review the evaluations.

9. DISCUSSION OF 2018/19 PLUM CREEK LIBRARY SYSTEM BUDGET

Trojanowski reviewed the final draft of the 2018/2019 budget.

10. APPROVAL OF GRANTS TO MEMBER LIBRARIES FROM RLTA CATEGORY 2 FUNDS

M/S L. Gunnink/A. Winkel to approve the proposed policy that would allow libraries to apply to Plum Creek for reimbursement for eligible expenses, in amounts up to \$500.

11. APPROVAL OF FINAL REPORT FOR 2016 ARTS AND CULTURAL HERITAGE FUND

M/S D. Gravley/L. Gunnink to approve the Completion Report and Executive Summary for the 2016 Arts and Cultural Heritage Fund. Motion carried unanimously.

12. CLOSED SESSION

M/S L. Gunnink/A. Winkel to move the meeting into closed session at 7:45 p.m. for the purpose of reviewing the director evaluations. Motion carried unanimously.

13. ADJOURN

M/S L. Gunnink/A. Winkel to adjourn the meeting at 8:10 p.m. Motion carried unanimously.