

Governing Board
April 20, 2016
Approved May 18, 2016

**PLUM CREEK LIBRARY SYSTEM
GOVERNING BOARD
April 20, 2016**

TIME & PLACE:

The Plum Creek Governing Board met at the Murray County Courts Building, Slayton, MN on April 20, 2016, presided by Chair Charles Sanow.

PRESENT:

Commissioner Donna Gravley, Cottonwood County
Commissioner Don Evers, Lincoln County
Commissioner Charles Sanow, Lyon County
Commissioner Glen Kluis, Murray County
Commissioner Bruce Kooiman, Pipestone County
Commissioner Sharon Hollatz, Redwood County
Commissioner Jody Reisch, (Rock County)
Cindy Albrecht, Jackson County (Jackson)
Reba Lipinski, Lincoln County (Ivanhoe)
Gwen Sturrock, Lyon County (Marshall)
Dean McNeal, Murray County (Fulda)
Susan Hansberger, Worthington (Nobles County)
Kathy Craun, Worthington (Nobles County)
Evan Schiller, Pipestone County (Pipestone)
Clara Friese, Redwood County (Redwood Falls)
Tom Ellig, Redwood County (Redwood Falls)
Les Nath, Alternate (Pipestone)
Anita Winkel, Cottonwood County (Windom)

Jim Trojanowski and Rebecca Hudson, were PCLS staff in attendance.
Also present was Kari Ourada, Advisory Council Liaison and Redwood County Governing Board Alternate, Joyce Johnson.

ABSENT:

Commissioner Gene Metz, Nobles County
Rhonda Fredericks, Lyon County (Tracy)
Commissioner Rosemary Schultz, Jackson County

1. CALL TO ORDER

Chair Charles Sanow called the meeting of the Governing Board to order at 6:30 p.m.

2. PLEDGE OF ALLEGIANCE

3. INTRODUCTIONS

4. PUBLIC COMMENT

5. AMENDMENTS TO THE AGENDA

6. MINUTES

6A. Executive Committee

M/S D. Evers/T. Ellig to approve the minutes of the February 18, Executive Committee meeting with the correction of removing the duplication of Charles Sanow's name. There was no further discussion.

Motion carried by unanimous vote.

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7. REPORTS

7A. Financial Reports

7A1. February: Cash Analysis, Statement of Rev/Exp., Balance Sheet

7A2. March: Cash Analysis, Statement of Rev/Exp., Balance Sheet

7A3. April: Cash Analysis, Statement of Rev/Exp., Balance Sheet

7A4. Monthly Payment Processing Report as of 04/11/2016

7A5. Credit Card Statements

7A6. Budget Adjustment

M/S J. Reisch/B. Kooiman to approve the financial documents as listed and reviewed.

There was no further discussion.

Motion carried by unanimous vote.

M/S D. Gravley/B. Kooiman to approve the Budget Summary Sheet and Adjustment

There was no further discussion.

Motion carried by unanimous vote.

7B. Director's Report

-The process of updating the Joint Powers Agreement continues. State Librarian Jen Nelson attended the February Advisory Council meeting to review priorities and joint powers agreements with the library directors. A committee consisting of Michele Leininger (Marshall), Marilyn Daub (Wabasso), Tam Erickson (Jackson) and Serena Gutnik (Rock County), has been working at drafting a new agreement that will be taken to the Advisory Council and then to the Governing Board for approval. It will then be given to all of the library boards and county boards for approval.

-Trojanowski noted that he will be speaking at the Lake Superior Library Symposium in Duluth on May 19-20. He has been asked to present information regarding the difference between the Minnesota and Wisconsin library systems.

-The State Library Services Library Service and Technology (LSTA) grants are now available. This year the State has placed an emphasis on job seeking programs.

-Trojanowski met with representatives from counties receiving Outreach services prior to the April Governing Board meeting. Those attending included: Bruce Kooiman, Les Nath, Donna Gravley, and Glen Kluis. The group discussed the future of the outreach program, reviewed usage data and funding levels from the counties. At the conclusion of the meeting it was determined that the program will wrap up at the end of the year.

7C. Advisory Council Liaison Report

Kari Ourada noted that there was no Advisory Council meeting in February because of inclement weather. State librarian Jen Nelson attended the March meeting and spoke about library services and the process of developing a joint powers agreement. The Zinio subscription and possible discontinuation because of low circulation numbers was discussed. The Cypress Resume Builder subscription has been discontinued.

8. OLD BUSINESS

9. NEW BUSINESS

9A. Conflict of Interest Policy

The new Conflict of Interest policy was reviewed and discussed.

M/S E. Schiller/C. Friese to approve the Conflict of Interest policy.

There was no further discussion,

Motion carried by unanimous vote.

9B. Supplementary Employment Policy

The Supplementary Employment policy was reviewed and discussed.

M/S J. Reisch/T. Ellig to approve the Supplementary Employment Policy.

There was no further discussion.

Motion carried by unanimous vote

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9C. Fines Policy

The Fines Policy was reviewed and discussed.

M/S D. Gravley/B. Kooiman to approve the Fines Policy.

There was no further discussion.

Motion carried by unanimous vote.

9D. Library Card Renewal Policy

The Library Card Renewal policy was reviewed and discussed.

M/S B. Kooiman/C. Friese to approve the Library Card Renewal Policy

There was no further discussion.

Motion carried by unanimous vote.

9E. Suspended Borrowing Privileges Policy

The Suspended Borrowing Privileges policy was reviewed and discussed.

M/S D. Gravley/S. Hollatz to approve the Suspended Borrowing Privileges Policy

There was no further discussion.

Motion carried by unanimous vote.

9F. Approval Broadband Expansion Resolution

M/S C. Friese/S. Hansberger to approve the Broadband Expansion Resolution.

There was no further discussion.

Motion carried by unanimous vote.

9G. PLS/PCLS 2016 Camp Read-a-Lot Agreement

M/S R. Lipinski/A. Winkel to approve the agreement between Pioneerland and Plum Creek for the 2016 Camp Read-a-Lot shared programming, with equal contributions of \$3,285.60 in ACHF funding from each library system.

There was no further discussion

Motion carried by unanimous vote.

10. DISCUSSION

11. CALENDAR OF EVENTS

Advisory Board – Wednesday, June 1, 2016

Executive Board – Wednesday, May 18, 2016

NEXT MEETING

Date: June 15, 2016

Location: Murray County Courts Meeting Room

Time: 6:30 p.m.

12. PENDING AGENDA ITEMS

13. ADJOURNMENT

M/S C. Albrecht/G. Sturrock to adjourn the meeting at 7:25 p.m.