

Advisory Council of Library Directors
April 14, 2021
Approved May 12, 2021

**PLUM CREEK LIBRARY SYSTEM
ADVISORY COUNCIL OF LIBRARY DIRECTORS**

April 14, 2021
Video Conference Meeting

Time/Place: The Advisory Council of Library Directors met via online video conference on April 14, 2021, 10:00 a.m.

Present:

Dawn Aamot, Windom Public Library
Dena Berghorst, Edgerton Public Library
David Bradford, Nobles County Library (Worthington)
Carrie Dose, Jackson County Library
Shelly Finzen, Tyler Public Library
Calla Jarvie, Rock County Library, (Luverne)
Connie Lechner, Redwood Falls Public Library
Michele Leininger, Marshall Lyon County Library/Interim Director
Kari Ourada, Westbrook Public Library
Gail Perrizo, Minneota Public Library
Val Quist, Tracy Public Library
Janine Schaap, Lake Benton Public Library
Scott Sobocinski, Wabasso Public Library
Sue Vizecky, Ivanhoe Public Library
Jody Wacker, Meinders Community Library (Pipestone)

Absent:

Beth Cuperus, Fulda Memorial Library
Joni Dagel, Siverson Public Library (Hendricks)
Kari Hanson, Mountain Lake Public Library
Mandi Kuehn, Morgan Public Library
Lori Stainer, Slayton Public Library
Alicia Vogel, Lamberton Public Library

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

1. CALL TO ORDER

Chair Val Quist called the meeting of the Advisory Council of Library Directors to order at 10:00 a.m.

2. ADDITIONS TO THE AGENDA

M/S G. Perrizo/D. Berghorst to approve the agenda as written. Motion carried.

3. INTRODUCTIONS

None

4. MINUTES

M/S C. Lechner/C. Dose to approve the minutes of the March 10, 2021 Advisory Council meeting. Motion carried.

5. LIBRARY ROUND ROBIN/STATUS UPDATES

Library updates were provided.

6. MEMBER FEES 2022

The member fees for 2022 have been approved by the Governing Board and reflect a freeze in percentage collected per library for the coming year, as well as a small increase to delivery assessments. Interim Director Michele Leininger noted that schools will be prorated for the 9-month service period. Those libraries opting for technical services from Plum Creek will pay a flat fee of \$225.00 plus any mileage to and from their location if needed.

With RBDigital having merged with Overdrive, a decision on how to handle those funds was held. Options presented by Leininger included combining them with Overdrive fees, discontinuation of collecting them, or collect and hold them separately from Overdrive dollars.

It was decided that for now, RBDigital money will be kept separate and used for updating materials that were lost with the merger of the two companies. Additionally, in the future, Plum Creek will pay the platform costs for Overdrive and all money collected from libraries will go toward purchasing materials.

7. RLTA CATEGORY 3 FINAL EXPENDITURES

RLTA Category 3 funding in the amount of \$17,852 will be spent on a new PCLS website, Hotspots/connectivity, digital materials and various databases. It was decided to pursue a multiple year contract with various databases and to use the remainder of the money to purchase additional digital materials. Plans are to add the following databases: EBSCO auto repair and legal, Novelist and Creative Bug.

8. POLICY REVIEW: CIRCULATION

The PCLS Circulation policy was adopted in 2015 and since then, portions of it have been put into separate policies, and so the Council discussed whether the general circulation policy is necessary.

Debate on how to recoup lost books loaned to other libraries was held. Though there is not a universal policy forgiving long overdue fines, it was previously agreed upon that borrowing libraries would not be held responsible for paying the lending library for materials lost by their patrons. Joel Sasse will provide a report that can be run to show long overdue and lost materials and libraries can handle them in accordance with their own policies.

9. DELIVERY UPDATE

After being off the job recuperating since January, Ken Walsh is now back on the route. Dane Hanson and Dwayna Paplow will be driving as well as needed.

10. DIRECTOR'S REPORT

-The budget process is being finalized and will be adopted at the June 16 Governing Board meeting.

-The RLBSS funding increase has passed both the House and Senate and will be debated on the floor along with the Education bill. Being requested is an incremental increase in funds along with a formula change that would decrease equalization from 25% to 15%, and increase the base from 5% to 15%.

-The Arts and Cultural Heritage request for this biennium is \$2.5 million.

-Leininger said that she is recommending that the system commence a search for a full-time director. She added that she intends to end her position as interim director by the end of this year.

11. ADJOURN

M/S K. Ourada/D. Berghorst to adjourn the meeting at 12:09 p.m.

NEXT MEETING: Wednesday, May 12, 2021