

Advisory Council of Library Directors
March 6, 2019
Approved April 3, 2019

PLUM CREEK LIBRARY SYSTEM
ADVISORY COUNCIL OF LIBRARY DIRECTORS
March 6, 2019

Time/Place: The Advisory Council of Library Directors met at the Murray County 4-H Building, March 6, 2019, 10:00 a.m.

Present:

Dawn Aamot, Windom Public Library
Dena Berghorst, Edgerton Public Library
Tam Erickson, Jackson County Library
Calla Jarvie, Rock County Library, (Luverne)
Carol Lehman, Mt. Lake Public Library
Michele Leininger, Marshall Lyon County Library
Myra Palmer, Nobles County Library (Worthington)
Valerie Quist, Tracy Public Library
Teri Smith, Redwood Falls Public Library
Scott Sobocinski, Wabasso Public Library
Alicia Vogel, Lamberton Public Library
Jody Wacker, Meinders Community Library (Pipestone)

Absent:

Janine Bunjer, Lake Benton Public Library
Mary Buysse, Minneota Public Library
Beth Cuperus, Fulda Memorial Library
Joni Dagel, Siverson Public Library (Hendricks)
Mandi Kuehn, Morgan Public Library
Kari Ourada, Westbrook Public Library
Carla Skjong, Tyler Public Library
Lori Stainer, Slayton Public Library
Sue Vizecky, Ivanhoe Public Library

Jim Trojanowski, Joel Sasse and Rebecca Hudson were PCLS staff members in attendance. Also present was Michelle Keithahn representing the Westbrook Library.

1. Call to Order

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

2. Additions to the Agenda

M/S T. Erickson/J. Wacker to approve the agenda as written. Motion carried

3. Introductions

4. Minutes

M/S T. Erickson/J. Wacker to approve the minutes of the November 7, 2018 Advisory Council meeting. Motion carried.

5. Library Updates

6. Replacement for Clint Wolthuizen for the ILS Committee

Scott Sobocinski volunteered to serve on the ILS Committee.

7. Discussion of Director Search and Transition

Jim Trojanowski noted that he met with Board Chair Lori Gunnink and Treasurer Gene Metz and the Executive Committee will meet on March 7 to discuss plans for a director search and transition. Options should include a national search, the Advisory Council members agreed. It was emphasized that the system should take as much time as needed to find a qualified candidate. Trojanowski suggested that the search committee should consist of two library directors, three board members and a Plum Creek Library System staff member. Chair Michele Leininger and Governing Board Liaison Kari Ourada were recommended by the Advisory Council for the committee.

8. Koha Matters

a. Forgot password link message

Joel Sasse reported that the password reset function is available and asked what language to include on the message a patron sees when clicking on the link to reset their password. It was agreed that it should read: “your email is not on file, please contact your library”.

b. Wireless counts

Sasse continues to search for a solution to allow for wireless counts and noted that libraries will need new routers if their web pages are administered by Plum Creek.

c. Receipt message about the value of materials borrowed

The date due receipts will now print the value of materials a patron has checked out with the following message: You’ve saved “X” at this checkout”. Since value information will be pulled directly from the item record, Sasse recommended that the records are as accurate as possible.

9. Delivery Postponements and Cancellations

When weather conditions require delivery to be canceled, it usually runs on Saturday, which works for some libraries and not others. It was advised that if a library does not want delivery on Saturday then they can call to cancel it by contacting the driver directly.

10. Digital Collections Discussion

Discussion about increasing the budget for digital collections was held. It was suggested that a 1% increase in library contributions be considered for 2021-22, and other funding opportunities be tapped such as Friends groups or other grants. Exploration into other platforms will continue as well as reviewing RBDigital use later this year before its renewal in December.

11. Budget Discussion

Tabled

12. Identification requirements for patrons with College P-Type

Tabled

13. Responsibility for unreturned books from schools and MnLink

Tabled

14. Discussion of Legacy fund usage

Tabled