

Advisory Council of Library Directors  
November 6, 2019  
No Quorum

**PLUM CREEK LIBRARY SYSTEM  
ADVISORY COUNCIL OF LIBRARY DIRECTORS  
November 6, 2019**

**Time/Place:** The Advisory Council of Library Directors met at the Murray County Courts Building, November 6, 2019, 10:00 a.m.

**Present:**

Carrie Dose, Jackson County Library  
Tam Erickson, Jackson County Library  
Calla Jarvie, Rock County Library, (Luverne)  
Michele Leininger, Marshall Lyon County Library  
Kari Ourada, Westbrook Public Library  
Scott Sobocinski, Wabasso Public Library  
Alicia Vogel, Lamberton Public Library  
Jody Wacker, Meinders Community Library (Pipestone)

**Absent:**

Dawn Aamot, Windom Public Library  
Dena Berghorst, Edgerton Public Library  
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  
Carol Lehman, Mt. Lake Public Library  
Valerie Quist, Tracy Public Library  
Myra Palmer, Nobles County Library (Worthington)  
Carla Skjong, Tyler Public Library  
Teri Smith, Redwood Falls Public Library  
Lori Stainer, Slayton Public Library  
Sue Vizecky, Ivanhoe Public Library

Rebecca Hudson was PCLS staff member in attendance.

There was no quorum present for this meeting.

**1. Call to Order**

Chair Michele Leininger convened the meeting of the Advisory Council of Library Directors at 10:16 a.m.

**2. Additions to the Agenda**

The agenda was accepted as written

**3. Introductions**

**4. Minutes**

Tabled

**5. Library Updates**

**6. Review School Policy/Contract Information**

Tabled

**7. Policy Review**

Policy revisions to the Lost and Damaged Items for ILL, Holds and Library Card Renewal policies were discussed.

**8. E-Mail and Web Hosting**

Plum Creek's email and web server provider, The Computer Man, will no longer be hosting these services for the library system so Joel Sasse advised that libraries should secure an alternate email temporarily until a new system can be put into place. In addition, libraries will need to update their Microsoft Office software to the 2019 version in order to remain compatible and can do this through Tech Soup.

**9. Committee Assignments**

The following will serve on these committees:

- a. E-Book Selection – Paula Nemes, Val Quist and Emily Blaeser – these current committee members have agreed to stay for another term unless there are others interested in taking over their position.
- b. Legacy – Scott Sobocinski
- c. ILS – no replacement at this time for outgoing Tam Erickson

**10. Advisory Chair Elect**

Jody Wacker agreed to serve as the new Chair Elect for 2020.

**11. Governing Board Liaison**

Kari Ourada agreed to take the position for one more year.

**12. Meeting Schedule**

Accepted

**13. PCLS Annual Calendar**

Discussion about revising the annual calendar was held.

**14. Cake Pans**

Tabled

**15. Overdrive and RBDigital Renewals**

Informational – there will be a 4% increase of funding from each library for the digital collections.

**16. Year-end Review/Annual Planning**

Tabled

**17. Information from MN Library Association Conference**

Leininger presented information on Minnesota Counts, the State's marketing piece for the 2020 census. She noted that ALA is providing several \$2,000 grants to libraries for the purpose of bolstering service to hard to count communities. She offered to complete the grant application for the library system.