

Advisory Council of Library Directors
September 9, 2020
Approved October 14, 2020

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

September 9, 2020
Video Conference Meeting

Time/Place: The Advisory Council of Library Directors met via online video conference on September 9, 2020, 10:00 a.m.

Present:

Dawn Aamot, Windom Public Library
Dena Berghorst, Edgerton Public Library
David Bradford, Nobles County Library (Worthington)
Beth Cuperus, Fulda Memorial Library
Carrie Dose, Jackson County Library
Shelly Finzen, Tyler Public Library
Calla Jarvie, Rock County Library, (Luverne)
Mandi Kuehn, Morgan Public Library
Carol Lehman, Mt. Lake Public Library
Michele Leininger, Marshall Lyon County Library/Interim Director
Kari Ourada, Westbrook Public Library
Gail Perizzo, Minneota Public Library
Valerie Quist, Tracy Public Library
Janine Schaap, Lake Benton Public Library
Teri Smith, Redwood Falls Public Library
Sue Vizecky, Ivanhoe Public Library
Jody Wacker, Meinders Community Library (Pipestone)

Absent:

Joni Dagel, Siverson Public Library (Hendricks)
Scott Sobocinski, Wabasso 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 10:02 a.m.

2. ADDITIONS TO THE AGENDA

M/S K. Ourada/D. Berghorst to approve the agenda with the addition of Director's Report.

3. INTRODUCTIONS

Gail Perizzo, new director at the Minneota Public Library was introduced.

4. MINUTES

M/S D. Aamot/G. Perizzo to approve the minutes of the May 13, 2020 Advisory Council meeting. Motion carried. The notes from the meeting of June 10, 2020, were accepted.

5. LIBRARY UPDATES

A round robin was held so that libraries could provide updates on their operations.

6. E-BOOK SELECTION COMMITTEE

Committee member Diamond Barber is no longer working at the Westbrook library so a replacement for her on the e-book selection committee was discussed. It was decided that Val Quist (or a member of her staff) would take the spot as Juvenile/YA member for a 3-year term that will end in 2023.

7. DIGITAL CARD/ONLINE FORM

It was decided that libraries may issue new cards to patrons who sign up by phone or email, using the online library application form, waiving the requirement that they must do so in person.

8. KOHA I-TYPE/SHELF LOCATION DISCUSSION

There are currently 69 I-types and 182 shelf locations available in Koha and discussion as to if their usage should be looked at to see if they are all needed. Further conversation will follow regarding this at the October meeting.

9. CLAIMS RETURNED PROCEDURE

Joel Sasse reviewed Koha's updated "claims returned procedure".

10. DIRECTOR'S REPORT

Michele Leininger noted that this year's ARSL and MLA conferences will be online and encouraged library directors to take advantage of them. Minitex will be surveying libraries regarding how operations are going and is planning on raising the interlibrary loan limit from 5 to 10 items.

Both Mitch Van Holtum and Jimmy Kill will no longer be driving the delivery truck and Jim Thompson is filling in through October 13. The process of hiring replacements for them is in progress, and there may be some reduction in delivery service during this process. Bids for a new truck are currently being sought.

Prairielands is seeking a board member from Plum Creek and that can be a library patron or board member.

11. ADJOURN

The meeting was adjourned at 11:55 a.m.