

Advisory Council of Library Directors  
Minutes – Approved April 6, 2016

March 2, 2016

**PLUM CREEK LIBRARY SYSTEM**  
**ADVISORY COUNCIL OF LIBRARY DIRECTORS**  
**March 2, 2016**

**TIME & PLACE:** The Advisory Council of Library Directors met at the Murray County Courts meeting room, Slayton, MN on March 2, 2016.

**PRESENT:**

Mary Buysse, Minneota Public Library  
Beth Cuperus, Fulda Memorial Library  
Joni Dagele, Siverson Public Library  
Marilyn Daub, Wabasso Public Library  
Tam Erickson Jackson County Library  
Shelly Finzen, Lake Benton Public Library  
Serena Gutnik, Rock County Library  
Vanessa Hoffmann, Morgan Public Library  
Sharyl Larson, Slayton Public Library  
Carol Lehman, Mt. Lake Public Library  
Michele Leininger, Marshall Lyon County Library  
Kari Ourada, Westbrook Public Library  
Valerie Quist, Tracy Public Library  
Margie Salentiny, PCLS Outreach  
Carla Skjong, Tyler Public Library  
Sue Vizecky, Ivanhoe Public Library  
Candi VanMeveren, Lamberton Public Library  
Jody Wacker, Meinders Community Library (Pipestone)  
Clint Wolthuizen, Nobles County Library

Jim Trojanowski (Director), Rebecca Hudson, and Joel Sasse were PCLS staff in attendance.  
Also present was Director-State Library Services Jen Nelson

**ABSENT:**

Dawn Aamot, Windom Public Library  
Elberta DeJager, Edgerton Public Library  
Teri Smith, Redwood Falls Public Library

**1. CALL TO ORDER**

Past Chair Vanessa Hoffmann called the meeting of the Advisory Council of Library Directors to order at 10:00 a.m.

**2. ADDITIONS TO THE AGENDA**

The agenda was approved as written.

### **3. MINUTES**

M/S S. Gutnik/T. Erickson to approve the minutes from the January 6, 2016, as written, with the correction on page 3, item 8, stating that the Jackson County Library stores a copy of the scan “on their server” noted. Motion passed by unanimous vote.

### **4. REPORTS**

Jen Nelson gave updates about programs that the Minnesota Department of Education is currently working on and are available for libraries. She reviewed the LSTA grant program and encouraged librarians to take a look at the grants.

### **6. NEW BUSINESS**

#### **6A. System Needs and Priorities**

Jim Trojanowski reviewed the list of priorities that he has been compiling and working with the last several months. These include planning, budgeting, facilities, technology, training and overall practices that he would like to implement within the system.

### **5. OLD BUSINESS**

#### **5A. Koha Policies**

Discussion on proposed updated KOHA policies was tabled until the next meeting.

#### **5B. Joint Powers Agreement**

Nelson will meet with PCLS librarians later where priorities and elements will be considered in developing the new Joint Powers Agreement. Members of that committee who will be drafting the policy include: Serena Gutnik, Tam Erickson, Marilyn Daub and Michele Leininger.

#### **5C. Zinio**

Usage of Zinio has not been high and Trojanowski said at some point there will need to be discussion as to whether it should continue or ways to improve its usage. The Marshall Lyon County Library has expressed interest in joining and this will likely bring the shared cost to libraries down. The funding formula for the shared cost needs to be examined and possibly changed.

#### **Cypress Resume Builder**

Discussion about the use of Cypress Resume Builder was held. It was noted that ELM offers the Learning Express Library and there is a free resume program available. Trojanowski noted that it would be beneficial to have training through Minitex on the programs and sources available. After some discussion, M/S C. Wolthuizen/T. Erickson to discontinue the Cypress contract. Motion passed by unanimous vote.

#### **5D. Out of State borrows and reciprocal agreements with Iowa**

An agreement that was made in 1977 between libraries in several Iowa counties and the Nobles and Jackson County libraries is still in place. Discussion about this included whether the compact should remain or be canceled, as well as how libraries near the South Dakota border are affected in much the same way as those near the Iowa border. If it remains in place it will need to be updated.

**5E. ACHF**

Hudson presented a portfolio of numerous possible programs she has compiled, including ideas for permanent art work that could be brought in using ACHF funds. She encouraged libraries to use and share the resource with other libraries.

**7. DISCUSSION ITEMS**

**8. DEMONSTRATION**

**9. PENDING AGENDA ITEMS**

**10. CALENDAR OF EVENTS**

SRP Kickoff – March 31, 2016 – Murray County Government Center (Snow date April 7)

Staff Retreat – April 14-15, 2016 – Shalom Hills Farm

**11. NEXT MEETING**

A. Date: April 6, 2016

B. Location: TBD

C. Time: 9:30 a.m.

**12. ADJOURNMENT**

Having completed the March 2, 2016 meeting of the Advisory Council of Library Directors, M/S M. Daub/S. Gutnik to adjourn the meeting at 12:10 p.m.