

PCLS Executive Committee
August 14, 2017
Approved November 1, 2017

PCLS Executive Committee Meeting
August 14, 2017

TIME AND PLACE: A meeting of the Executive Committee convened on August 14, 2017, 6:30 p.m. at the Slayton Public Library Community Room.

PRESENT:

Jody Reisch, Chair (Rock County)
Charles Sanow, Past Chair (Lyon County)
Evan Schiller, Chair Elect (Pipestone County)
Donna Gravley, Secretary (Cottonwood County)
Anita Winkel, Treasurer (Cottonwood County)

Jim Trojanowski and Rebecca Hudson were PCLS staff present.

1. CALL TO ORDER

The meeting was called to order at 6:37 p.m. by Jody Reisch.

2. INTRODUCTIONS

3. PUBLIC COMMENT - None

4. AMENDMENTS TO THE AGENDA

M/S C. Sanow /D. Gravley to approve the agenda as written. Motion carried unanimously.

5. MINUTES

M/S C. Sanow/D. Gravley to approve the June 21, 2017, Governing Board minutes as written. Motion carried unanimously.

6. REPORTS

M/S C. Sanow/D. Winkel to approve the Financial Reports. Motion carried unanimously.

7. DIRECTOR'S REPORT

M/S A. Winkel/E. Schiller to approve the Director's Report. Motion carried unanimously.

8. DRAINAGE AT PCLS/BUILDING PLAN

Trojanowski presented two quotes for solutions to the water drainage issues in the front of the PCLS building: Dan Krueger of Ideal Landscaping for \$7,780 plus \$350 for removal of the front entry way, and Larson Crane Service, with an estimate of "under \$20,000".

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The Lyon County board of commissioners passed a resolution asking PCLS to establish a building committee to explore other options. The Executive Committee agreed to create a committee of 2 Governing Board members who are county commissioners, one Governing Board member who is a library trustee, one library director and one staff member. Committee members are Charlie Sanow, Corey Sik, Clara Friese, Clint Wolthuizen, and Joel Sasse; Charlie Sanow will chair.

9. BOARD CALENDAR

The draft board calendar was reviewed and discussed. It will go to the full board for approval in October.

10. BOOKKEEPING AND FINANCIAL REPORTS

The addition of a check register report in the board packet was met with approval by the committee. Discussion on the possibility of contracting PCLS bookkeeping duties was held and Trojanowski reported what he has learned regarding the matter.

This was tabled until all of the positions in the Plum Creek office can be examined holistically to ensure that services are being met with efficiency, and the board directed Trojanowski to perform a needs analysis.

The meeting went into closed session at 7:45 p.m. to discuss a personnel issue.

The meeting was reopened at 8:34 p.m. M/S C. Sanow/E. Schiller to accept the director's recommendation to pay Barbara Kruse her accrued vacation time in its entirety. Motion carried unanimously.

Discussion about cataloging in the interim between hiring a new staff member followed. The Marshall-Lyon County Library has offered the services of their catalog staff member for a two-month period and the committee accepted its offer with thanks.

15. ADJOURNMENT

The meeting was adjourned at 8:50 p.m.