

PCLS Executive Committee

March 21, 2018

Approved April 25, 2018

PCLS Executive Committee Meeting

March 21, 2018

TIME AND PLACE: A meeting of the Executive Committee convened on March 21, 2018, 6:30 p.m. at the Slayton Public Library Community Room.

PRESENT:

Evan Schiller, Chair (Pipestone County)
Jody Reisch, Past Chair (Rock County)
Donna Gravley, Secretary (Cottonwood County)
Anita Winkel, Treasurer (Cottonwood County)
Lori Gunnink, Chair Elect (Murray County)

Jim Trojanowski and Rebecca Hudson were PCLS staff present.

1. CALL TO ORDER

The meeting was called to order at 6:30 p.m. by Evan Schiller.

2. INTRODUCTIONS

3. PUBLIC COMMENT - None

4. AMENDMENTS TO THE AGENDA

M/S J. Reisch /D. Gravley to approve the agenda as written. Motion carried unanimously.

5. MINUTES

M/S J. Reisch /A.Winkel to accept the January 24, 2018 Executive Committee and February 21, 2018 Governing Board minutes as written. Motion carried unanimously.

6. REPORTS

M/S A. Winkel/L. Gunnink to approve the financial reports. Motion carried unanimously.

7. DIRECTOR'S REPORT

The March Advisory Council meeting was cancelled because of inclement weather. All but 12 of 49 Joint Powers Agreement signature pages have been returned. A review of the bylaws is due and along with that, Trojanowski said that he would like to have more information on how each county handles appointing its Governing Board members. Jackson County has appointed a new board member leaving the only vacancy at this time from Rock County. Trojanowski attended Library Legislative Day on March 18. MLA is looking at requesting a \$3 million increase in funding and a formula change that would help to stabilize funding. Delivery Driver Jimmy Kill has submitted his resignation effective in September. Staff will complete the team building sessions on March 30.

8. DIRECTOR EVALUATION PROCESS

The committee reviewed two sample forms that could be used for evaluating the Director and selected one that will be revised to suit the library system's needs. Evaluations will be sent to staff, board members and library directors who will be asked to fill them out anonymously. The Executive Committee will review the evaluations at the May meeting.

9. DISCUSSION OF THE PLUM CREEK LIBRARY SYSTEM BUILDING

Trojanowski asked for direction in addressing issues with the system headquarter building. He suggested that a thorough building inspection be made and that the issue of drainage be addressed. Jody Reisch suggested establishing a committee consisting of Gene Metz, Reisch and Trojanowski to consider options and make a recommendation to the full board.

10. ANNUAL REPORT

M/S D. Gravley/J. Reisch to approve the 2017 Annual Report. Motion carried unanimously.

11. DISCUSSION OF DELIVERY

Trojanowski suggests splitting the delivery driver's position into two part time positions. Having two part time drivers would allow for back up if one is not available and lower the cost of benefits. Plum Creek is currently seeking 1 to 2 substitute drivers who may be interested in working more hours after Kill is gone in the fall.

12. ADJOURNMENT

The meeting was adjourned at 7:33 p.m.