

Governing Board  
February 17, 2021  
Approved April 21, 2021

**PLUM CREEK LIBRARY SYSTEM  
GOVERNING BOARD**  
February 17, 2021

**TIME & PLACE:**

The Plum Creek Governing Board met online on Wednesday, February 17, 2021.

**PRESENT:**

Arlene Erickson, Cottonwood County (Westbrook)  
Commissioner Paul Graupmann, Lyon County (Lynd)  
Commissioner Donna Gravley, Cottonwood County (Windom)  
Commissioner Lori Gunnink, Murray County (Lake Wilson)  
Pat Haynes, Lincoln County (Lake Benton)  
Commissioner Cathy Hohenstein (Lakefield)  
Mary Ingenthron, Nobles County (Worthington)  
Joyce Johnson, Redwood County (Redwood Falls)  
Commissioner Gene Metz, Nobles County (Lismore)  
Michael Murray, Lyon County (Ghent)  
Commissioner Bob Paplow, Nobles County (Bigelow)  
Commissioner Jody Reisch, Rock County (Luverne)  
Evan Schiller, Pipestone County (Pipestone)  
Commissioner Corey Sik, Lincoln County (Lake Benton)  
Robin Stegner, Redwood County (Redwood Falls)  
Sandy Stobb, Lyon County (Tracy)  
Anne Wagner, Jackson County (Heron Lake)  
Charlene Wintz, Nobles County (Worthington)  
Commissioner Rick Wakefield, Redwood County (Walnut Grove)  
Advisory Council Liaison Scott Sobocinski

Plum Creek Library System staff members Michele Leininger, Cleo Wicks and Rebecca Hudson were in attendance. Also attending was W.D. Foster-Graham.

**1. CALL TO ORDER**

Chair Gene Metz called the meeting of the Governing Board to order at 6:30 p.m.

**2. PLEDGE OF ALLEGIANCE**

**3. INTRODUCTIONS**

**4. PUBLIC COMMENT**

W.D. Foster-Graham, Minneapolis author, addressed the board regarding the library system's collection diversity, suggesting that the system increase its representation of materials in support of local and black authors.

**5. AMENDMENTS TO THE AGENDA**

M/S E. Schiller/P. Haynes to approve the agenda as written. Motion carried.

**6. OFFICERS/COMMITTEE ELECTIONS**

M/S P. Haynes/J. Johnson to nominated Rick Wakefield as Chair-Elect. Motion carried

M/S L. Gunnink/E. Schiller to cease nominations and to cast a unanimous vote for Rick Wakefield to the office of Chair-Elect. Motion carried.

M/S D. Gravley/J. Johnson to nominated Jody Reisch as Secretary. Motion carried.

M/S G. Metz/P. Haynes to cease nominations and to cast a unanimous vote for Jody Reisch to the office of Secretary. Motion carried.

M/S L. Gunnink/J. Johnson to elect Robin Stegner as Arts and Cultural Heritage committee member. Motion carried.

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#### **7. ADVISORY COUNCIL LIAISON**

Scott Sobocinski, the Wabasso Public Library director, has taken on the role of Advisory Council liaison to the Governing Board.

#### **8. MINUTES**

M/S D. Gravley/P. Haynes to approve the October 22, 2020 Governing Board minutes with the correction that the insurance deductible for employees will be increased by \$150 for 2021. Motion carried.

The Executive Committee minutes of January 20, 2021 (with the correction that Commissioner Corey Sik was absent from the meeting), and Advisory Committee minutes of January 13 and February 10, 2021 were accepted.

#### **9. FINANCIAL REPORTS**

Cash Analysis –January 2021

Statement of Revenues and Expenditures – January 2021

Balance Sheet – January 2021

Check Register – January & February 2021

Monthly Payment Processing – January & February 2021

Credit Card Statements – October, November, December 2020, January 2021

M/S J. Reisch/P. Haynes to accept the financial reports subject to audit. Motion carried.

#### **10. APPROVAL OF UNITED PRAIRIE BANK AS OFFICIAL DEPOSITORY AND SECURITIES SAFE KEEPING**

M/S R. Stegner/L. Gunnink to designate United Prairie Bank as official depository and securities safe keeping. Motion carried.

#### **11. LEGISLATIVE UPDATE**

M/S P. Haynes/E. Schiller to approve to legislative resolution that would call for an incremental increase to all library systems in the Regional Library Basic System Support funding. Motion carried.

#### **12. FY 2021-22 PCLS MEMBER FEE SCHEDULE AND BUDGET**

M/S R. Stegner/P. Haynes to approve the FY 2021-22 PCLS Member Fee Schedule. Motion carried.

#### **13. RLTA CATEGORY 3 FY 2021: RENEWALS, WEBSITES, DIGITAL RESOURCES**

Information was shared on how the state RLTA Category 3 funds will be spent. Plum Creek has \$107,642 to spend on digital resources and plans to upgrade the system's website, purchase additional Hotspots and service, and is looking into several new digital databases that would be accessible to all library card holders.

#### **14. FINAL ACHF 2019 REPORT**

M/S E. Schiller/J. Reisch to authorize chair and director signatures on the final Arts and Cultural Heritage 2019 Report. Motion carried.

#### **15. DELIVERY UPDATE**

The new delivery van has been lettered and the shelving installed. Jim Thompson will be finished filling in a substitute driver on February 26, and Ken Walsh is hoping to return to work in the following months as soon as he is able.

#### **16. REPORTS**

##### **a. Director:**

Michele Leininger reported that all of the system's libraries are now open, though some are not full-time hours yet, are starting to offer programming in person and are in the process of planning summer reading programming. Libraries have been working to complete their annual reports which are due to the state on April 1.

##### **b. Liaison:**

Sobocinski noted that most of the libraries are moving forward with programming in various forms, either in person, virtual or passive programming.

#### **17. ADJOURN**

The meeting was adjourned at 8:18 p.m.