

Advisory Council of Library Directors
November 10, 2021
Approved January 12, 2022

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

November 10, 2021
Video Conference and In Person Meeting

Time/Place: The Advisory Council of Library Directors met via online video conference and in person, on November 10, 2021, 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
Kari Hanson, Mountain Lake Public Library
Calla Jarvie, Rock County Library, (Luverne)
Connie Lechner, Redwood Falls Public Library
Michele Leininger, Marshall Lyon County Library/Interim Director
Kari Ourada, Westbrook Public Library
Gail Perrizo, Minneota Public Library
Val Quist, Tracy Public Library
Scott Sobocinski, Wabasso Public Library
Jody Wacker, Meinders Community Library (Pipestone)

Absent:

Joni Dagel, Siverson Public Library (Hendricks)
Mandi Kuehn, Morgan Public Library
Janine Schaap, Lake Benton Public Library
Lori Stainer, Slayton Public Library
Sue Vizecky, Ivanhoe 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 10:03 a.m.

2. ADDITIONS TO THE AGENDA

M/S G. Perrizo/D. Berghorst to approve the agenda with the addition of Library Application Form Revisions. Motion carried.

3. INTRODUCTIONS

None

4. MINUTES

M/S C. Dose/S. Sobocinski to approve the minutes of the October 13, 2021 Advisory Council meeting. Motion carried.

5. LIBRARY ROUND ROBIN/STATUS UPDATES

Library updates were provided with updates on status of operations at libraries.

6. DRAFT CIRCULATION POLICY

M/S J. Wacker/D. Berghorst to accept the new circulation policy with the wording changes that included stipulation that every library should make a minimal effort to recover lost or overdue items, and that they put a note on the patron's record each time that an effort is made. Motion carried.

7. KOHA UPDATES

Joel Sasse reviewed several Koha updates including the option to restore forgiven overdue fines upon the return of items. This is a systemwide decision and the decision was put on hold until libraries agree on how to proceed.

8. 2022 ELECTION OF OFFICER

Chair: Calla Jarvie
Vice-Chair: Dena Berghorst
Governing Board Liaison: Scott Sobocinski

9. 2022 COMMITTEE ASSIGNMENTS

E-Book Committee:
Michele Leininger – Adult Fiction
Calla Jarvie – Fiction (2-year term replacing Beth Cuperus)
Jody Wacker - Non-fiction
Connie Lechner - Juvenile

10. ARPA FUNDING

American Rescue Plan Act funding in the amount of \$100,864.24, will need to be spent by September of 2022, and discussion how to administer those funds was held. It was decided that spending should be on digital materials, updated server, and subscription services that will include Wowbrary for those libraries wanting it.

11. LEGACY COMMITTEE

Committee:
Kari Ourada: January – June
Jody Wacker will replace her in July to fill out her term.

Programming: There are still funds left to spend in the Arts and Cultural Heritage Fund SFY2020, and libraries are encouraged to continue requesting money for programs and projects. Hudson plans to work on establishing oral history and story time kits for libraries as well.

12. LIBRARY CARD APPLICATION

Revisions have been made to allow for the opt in permission to allow libraries to use their patron's emails to send them newsletters and other correspondence. On the application for will be a field that asks: "Would you like to receive news and events at your library?" The Governing Board has approved this and will adopt a new Email Policy at the December board meeting. The age limit on the form will be changed to read "16" to bring it into compliance with the system's policy.

13. DIRECTOR'S REPORT

Elizabeth Hoffman reported on recent damage to the van, with repairs schedule in December. She will be riding along on the delivery route on November 18 and 19, and plans to take photos and video so that she can compile them and send to the new Director of Library Services, Tami Lee. Plum Creek's new website has gone live and work will continue with adopting a new logo/branding.

The meeting schedule for 2022 was approved and the Redwood Falls library agreed to host the September 14, meeting at their library.

14. ADJOURN

M/S D. Berghorst/S. Finzen to adjourn the meeting at 12:32 p.m.