

Advisory Council of Library Directors
October 12, 2022
Approved November 9, 2022

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

October 12, 2022
Video Conference and In-Person Meeting
Murray County 4-H Building
Slayton, MN 56172

Time/Place: The Advisory Council of Library Directors met on October 12, 2022, at 10:00 a.m., at the Murray County 4-H building.

Present:

Dena Berghorst, Edgerton Public Library
Lynn Carpenter, Lake Benton Public Library
Carrie Dose, Jackson County Library
Shelly Finzen, Tyler Public Library
Calla Jarvie, Rock County Library, (Luverne)
Daniel Mick, Mountain Lake Public Library
Michelle Keithan, Westbrook Public Library
Connie Lechner, Redwood Falls Public Library
Michele Leininger, Marshall Lyon County Library
Scott Sobocinski, Wabasso Public Library

Present via Zoom:

Beth Cuperus, Fulda Memorial Library
Kari Hanson, Windom Public Library
Gail Perrizo, Minneota Public Library
Val Quist, Tracy Public Library
Beth Sorenson, Nobles County Library (Worthington)
Sue Vizecky, Ivanhoe Public Library

Absent:

Joni Dage, Siverson Public Library (Hendricks)
Mandi Kuehn, Morgan Public Library
Lori Stainer, Slayton Public Library
Alicia Vogel, Lamberton Public Library
Jody Wacker, Meinders Community Library (Pipestone)

Elizabeth Hoffman, Rebecca Hudson, and Joel Sasse were PCLS staff members in attendance.

1. CALL TO ORDER

The meeting of the Advisory Council of Library Directors was called to order at 10:02 a.m.

2. ADDITIONS TO THE AGENDA

M/S S. Sobocinski/C. Dose to approve the agenda as written. Motion carried.

3. INTRODUCTIONS

The introduction of meeting attendees was held.

4. MINUTES

M/S D. Berghorst/S. Finzen to approve the minutes of the September 14, 2022, Advisory Council meeting. Motion carried.

5. ROUND ROBIN LIBRARY UPDATES

6. BARCODE SCANNERS

Joel Sasse shared a recommendation for new barcode scanners: The Zebra DS2208, costing approximately \$108 works well and Sasse will order them for libraries if they want him to.

7. COMMITTEE NOMINATIONS

Legacy Grant Review – Calla Jarvie

E-Book Selection – Scott Sobocinski (non-fiction), Daniel Mick (fiction), Nancy Sajban (juvenile).

Member Fee Ad Hoc – Dena Berghorst, Michele Leininger, Scott Sobocinski.

ILS – Michele Leininger, Connie Lechner, Carrie Dose, Val Quist, Dena Berghorst.

Winter Reading Program Advisory – Shelly Finzen, Calla Jarvie, Daniel Mick, Beth Cuperus.

8. VICE-CHAIR

M/S M. Leininger/C. Dose to nominate Shelly Finzen as Vice-Chair. Motion carried.

9. GOVERNING BOARD LAISON

M/S S. Finzen/S. Sobocinski to nominate Connie Lechner as Governing Board Liaison. Motion carried.

10. FIREWALL PLANS

The existing firewall plans are set to expire and will be replaced next year. A portion of the cost for the new firewalls will be covered with Category 2 RLTA funds, and they will be put in place by July 1, 2023. Sasse has arranged for all of the current firewalls to expire on August 15, 2023.

11. KOHA EMAIL

The email server being used for Koha notifications is no longer viable and so the switch to Amazon Email Service is going to be made. All notices will go out through that service once the change has been made.

12. E-RATE

The E-rate program is now going to be administered through the Southwest/West Central Service Cooperative. PCLS will have a zoom meeting to review changes on the Letter of Agency for the libraries that are on the E-rate program.

13. HISTORY KITS

Training on the history kits is nearly completed and libraries will be receiving a promotional press release to use. Discussion as to sharing the kits through interlibrary loan was held but no decisions on establishing any rules were made.

14. DIRECTOR'S REPORT

-Joel Sasse has been recognized by Bywater for his excellence in administering the Koha ILS.

-Aspen is up and running and there are a few issues that are being worked on at this time.

-Sasse and Hoffman have met with a Kajeet representative regarding alternative hotspot options. There are several levels of filtering that are offered and Hoffman reviewed those options. The cost of using Kajeet (\$15.00 per month) is less than Verizon (\$40.00 per month). Discussion followed and it was agreed that the hotspots should not be filtered.

15. ADJOURN

The meeting was adjourned at 11:45 a.m.