

PCLS Executive Committee
January 24, 2018
Approved March 21, 2018

PCLS Executive Committee Meeting
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TIME AND PLACE: A meeting of the Executive Committee convened on January 24, 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 D. Gravley /J. Reisch to approve the agenda as written. Motion carried unanimously.

5. MINUTES

M/S A.Winkel/J. Reisch to accept the December 6, 2017 Executive Committee minutes as written. Motion carried unanimously.

6. REPORTS

M/S J. Reisch/D.Gravley to approve the financial reports. Motion carried unanimously.

7. DIRECTOR'S REPORT

Jim Trojanowski noted in his report that the new Joint Powers Agreement should be ready to send out for signature soon. Plum Creek, Pioneerland and Traverse des Sioux Library Systems are developing an agreement that would permit libraries within the regions to issue cards without requiring a card from the home region. MnWrites MnReads, a program that will allow authors to create and share books, is being launched on a statewide basis. There is currently an opening on the SAMMIE board of directors and may be filled with any resident of the region. It has become necessary to replace the front door of the Plum Creek office building since it is not closing properly. The Director's report was accepted as written.

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8. STAFF RETREAT

Trojanowski has secured two proposals for staff retreats: Sicora Consulting and Lynn Herrick, Greater Minnesota Family Services. M/S D. Gravley/J. Reisch to approve the contract with Herrick for four ½ day sessions with Plum Creek staff members, at an estimated cost of \$2,500.00. Motion carried unanimously.

9. REPLACEMENT OF DOOR AT HEADQUARTERS BUILDING

A contractor's estimate has been secured at the cost of \$2,947. M/S J. Reisch/L. Gunnink to replace the door at the headquarters, at a cost not to exceed \$3,500. Motion carried unanimously.

10. BOARD PROCESSES

Board Director Evan Schiller asked that any additions to meeting agendas be made prior to the meeting. In order to accommodate this, a call for agenda items will be sent out along with a proposed meeting agenda.

11. INSURANCE POLICY PROPOSAL FROM MCIT

M/S J.Reisch/D.Gravley to recommend to the Governing Board to proceed with plans to join MCIT insurance pool with Rock County acting as sponsor. Motion carried unanimously.

12. APPROVAL OF AUDIT BID

M/S D. Gravley/A.Winkel to approve the bid proposal from Certified Public Accounts and Consultants at the cost of \$9,595 2018, and \$9,955 for 2019 -. Motion carried unanimously.

13. BUILDING COMMITTEE DISCUSSION

With no action taken yet on the committee formed in August, the matter was tabled.

14. ADJOURNMENT

The meeting was adjourned at 7:45 p.m.