

PIONEERLAND LIBRARY SYSTEM BOARD MEETING

Thursday, October 19, 2023, 7:00 p.m.
Willmar Public Library Multipurpose Room

The October 19, 2023 meeting of the Pioneerland Library System board was called to order at 7:00 p.m. by Chair Brent Olson. Roll call was taken and introductions were made.

Admin Staff: Laurie Ortega, Director

Guests attending: Cindy Hendrickx, Head Librarian, Appleton
Andrew Bregar, Head Librarian, Willmar

The agenda was approved on a motion by Schmalz, seconded by Tufto.

Minutes of the June 15, 2023 Board meeting & the September 21, 2023 Executive/Finance meeting were approved on a motion by Golde and seconded by Rudningen.

COMMITTEE REPORTS

FINANCE COMMITTEE

1. **The September 2023 Financial Report** was approved on a motion by Rudningen, seconded by Paterson.
2. **Bills and check registers** were approved on a motion by Tufto, seconded by Olson.
3. **The 2024 Preliminary Budget** was approved on a motion by Olson, seconded by Antony.

PERSONNEL COMMITTEE

1. **New Hires:** The following new hires were approved on a motion by Antony, seconded by Schmalz: Emilee Jacobson, Library Asst. III, Ortonville/Graceville
Norah Hartman, Library Asst. I, Ortonville/Graceville
Kennedy Penk, Library Asst. II, Litchfield
2. **Director Review:** Ortega submitted a self-review for the last year which was reviewed by Personnel Chair Antony and Board Chair Olson. Following a recommendation of a satisfactory review, approval was given on a motion by Antony, seconded by Jaenisch, to grant an increase for the director retroactive to July 1, 2023.

OLD BUSINESS – No old business.

NEW BUSINESS

- A. **Earned Sick & Safe Time:** Effective January 1, 2024, Minnesota Statute creates a new entitlement to “earned sick and safe time” (ESST) for all employees in Minnesota. This mandate will add an additional accumulation % for staff not currently earning sick leave, as well as language changes, to the current sick leave policy. Ortega shared an initial draft of the policy changes. As new information/recommendations are still being released regarding the changes, and as the full board will not meet prior to January 1, 2024, on a motion by Bredeson, seconded by Golde, the Executive/Finance Committee was granted authority to approve final policy changes.

DIRECTORS REPORT

- A. **Health Insurance 2024:** PLS has received a 19% increase to health insurance premiums for 2024 from Blue Cross/Blue Shield. Open enrollment information will be shared with eligible staff in November.

- B. Union Negotiations:** Director has received an ‘Intent to Negotiate’ notice from AFSCME on behalf of the head librarians’ group. The PLS Negotiations Committee will be notified as to meeting dates etc. as the process moves forward.
- C. Head Librarian share:** Appleton head librarian Cindy Hendrickx shared information and pictures of the brand-new Appleton library! Board members appreciated the opportunity to see the beautiful new facility. Cindy extended an invitation to all to stop by anytime!

OTHER

- A.** The next board meeting is scheduled for January 18, 2024 @ 7:00 p.m. (Finance @ 6:30)
Executive/Finance meetings: November 16 & December 21 @ 6:00 p.m.

The meeting was adjourned by consensus at 7:50 p.m.

Recording secretary, Laurie Ortega