Metropolitan Library Service Agency
Advisory Board Meeting Minutes
Friday, March 8th, 2019
MELSA
9:00AM – 11:00AM

Members Present:
Anoka:  Maggie Snow  Ramsey:  Jill Boldenow
Carver:  Heidi Hoks  Saint Paul:  
Dakota:  Margaret Stone  Scott:  
Hennepin:  Janet Mills  Washington:  Keith Ryskoski

Staff Present:  Ken Behringer, Kate Brown, Kathleen James, Sally Lederer and Mona Scott

I. CALL TO ORDER
Chair Snow called the meeting to order at 9:00AM.

II. CONSENT AGENDA
A. Approval of Agenda
B. Approval of Meeting Minutes (January 11, 2019).
All in favor of moving the consent agenda.

III. DISCUSSION/ACTION ITEMS
A. Update on smARTpass Program Status
Lederer discussed the reasons for rebuilding the smARTpass website.
Motion by Hoks to support using current smARTpass funds to rebuild the smARTpass website to ensure that all future updates can be integrated smoothly. Second by Stone. Motion carried.

B. Continuation of Discussion Related to Possible Bylaws Changes
Motion by Ryskoski to accept the bylaw changes as proposed in document III.B. Second by Boldenow. Motion carried.

C. Library Card Registration Task Force Follow-up
Behringer has reached out to possible vendors for possible development of an electronic library card registration system. Behringer will be reaching out to Online Computer Library Center (OCLC) for specs for the programming and will have more information at a future meeting.
Motion by Hoks to recommend to the Board of Trustees moving $100,000 from the Fund Balance to the 2019 Budget to use for developing a product to allow cross-system electronic library card registration. Second by Stone. Motion carried.
D. MELSA Teams/Groups Follow-up: Consideration of a Facilities Interest Group
Ryskoski presented a draft charge for a possible Facilities Interest Group:

“The Facilities Interest Group examines issues related to facilities. Topics may include planning design, construction, FFE, building trends, and sustainability. Group participants may discuss additional remodeling/building topics specific to their library. The group could meet 3 – 4 times/year and more frequently as desired by group members.”

Motion by Stone to support the formation of a Facilities Interest Group consisting of employees assembled by member library systems to discuss best practices in remodeling and facility updates. Second by Ryskoski. Motion carried.

E. Update on Library Issues for the 2019 Legislative Session
Motion by Ryskoski to only support Legislative changes to the RLBSS formula that impacts all library systems in a positive way. Second by Hoks. Motion carried.

F. Update on Executive Director Search Process
Applications will be reviewed by the search committee the first week of April.

IV. REPORTS
A. Executive Director and MELSA Staff Updates
Behringer reminded the Directors that there are still spots available for Career Online High School.

Behringer would like to convene the group of Cloud Library selectors from all eight library systems and will send out a list of those people prior to scheduling the meeting. Any changes to the list should be sent to Behringer and Brown.

Keith Ryskoski requested that the issue of having closed versus open Advisory Board meetings be discussed at the next Advisory Board meeting. Behringer will discuss the issue with the Dakota County Attorney for recommendations.

V. ADJOURN
Motion to adjourn by Boldenow. Second by Stone. Motion carried.
Meeting adjourned at 10:35AM