Metropolitan Library Service Agency
Joint Trustee Board Meeting Minutes
Thursday, November 21, 2019
MCIT
12:00 pm – 2:00 PM
Members Present:

Trustee Members Present:
Anoka: Mandy Meisner
Carver: Gayle Degler
Dakota: Liz Workman
Hennepin: Angela Conley

Ramsey: Saint Paul: Scott: Barb Weckman Brekke

Advisory Members Present:
Anoka: Maggie Snow
Carver: Margaret Stone
Hennepin: Janet Mills

Ramsey: Saint Paul: Scott: Jake Grussing

Washington: Gary Kriesel

Staff Present: Kate Brown, Mona Scott and Scott Vrieze

I. CALL TO ORDER
Chair Workman called the meeting to order at 12:10PM.

II. PUBLIC COMMENT
Kriesel introduced Amy Stenftenagel who was recently hired by Washington County as the new Library Director. Stenftenagel had been Acting Library Director since August 2019.

III. APPROVAL OF AGENDA
Motion to approve the agenda by Degler. Second by Conley. Motion carried.

IV. CONSENT AGENDA
A. Approval of Meeting Minutes (September 19, 2019)
B. Approval of Bills and Financial Statements
Motion by Degler to approve the consent agenda. Second by Meisner. Motion carried.

V. DISCUSSION/ACTION ITEMS
A. Personnel Committee Meeting Report and Recommendations
The Personnel Committee met with Vrieze on October 31st, 2019. Ray Kennedy from Dakota County Compensation Services was also in attendance. The Committee discussed and developed recommendations for the MELSA employee compensation plan in 2020.

Motion by Weckman Brekke to approve the resolution by the Personnel Committee to use the 2020 Dakota County Compensation Plan at the Exceeds Standards level for adjust staff salaries in 2020. Second by Conley. Motion carried.

The Personnel Committee directed Vrieze to develop a new performance management plan and employee compensation program in the first quarter of CY2020 and to present that plan to the Personnel Committee by the end of the first quarter of 2020.
B. Discussion of Dakota County/ MELSA Joint Powers Agreement
Vrieze shared information from the new Dakota County/MELSA Joint Powers Agreement that would replace expiring JPA. The new agreement includes changes to the existing agreement and potential costs for services. Vrieze stated that he would ask Dakota County for estimates on potential time involved in hiring new staff in order to add those costs to the budget.

Vrieze was advised by the Board to reach out to other counties for comparable services.

C. Review/Approval of BLUEcloud Mobile App Purchase
Vrieze discussed the chain of events that lead to the replacement of the current mobile app. MELSA has negotiated consortial pricing and terms that reflects a savings over individual system pricing and meet MELSA’s budget requirements.

Motion by Degler to approve the purchase of the BLUEcloud mobile app from the SirsiDynix for systems interested in offering a mobile app to users. Second by Weckman Brekke. Motion carried.

D. Review/Approval of Final CY2020 MELSA Budget
Changes to the preliminary 2020 budget that was approved in June 2019 was shared by Vrieze.

Motion by Conley to adopt the CY2020 Budget. Second by Degler. Motion carried.

E. Strategic Planning Process Discussion
Vrieze is proposing the postponement of the strategic planning process for the new Executive Director to have a full year of experience in the position. State Library services has granted an extension pending approval by the MELSA Board of Trustees. Vrieze anticipates hiring an outside consultant for the process. The Directors stated that they find value in the Trustees participation in the strategic planning process.

Motion by Meisner to approve the recommendation that we postpone updating the MELSA Strategic Plan for one year. The current 2017 – 2020 plan would thus remain in effect through FY2021. Second by Degler. Motion carried.

F. 2020 Meeting Dates
A request was made to bring the slate of officers based on the current rotation to the January meeting to be adopted by the Board.

Motion by Conley to schedule its first meeting of 2020 on January 16, 2020 at the MELSA office. Second by Kriesel. Motion carried.

VI. REPORTS
A. Executive Director’s Report
Vrieze discussed the constrictions of the library construction grants and the application process. He also talked about the need to loosen up the language for Category Two RLTA funds. Currently funds are not being used each year and it has been suggested to roll unexpended funds back into Regional Library Basic System Support (RLBSS). Vrieze will follow up with Walseth to determine the status of that idea at the legislature.

B. Staff/Team Updates: Sally Lederer
Lederer shared the most recent smARTpass information with the Board. Some of the Trustees said they would reach out to possible partners within their constituency.

VII. ADJOURN
The meeting was adjourned at 1:19PM