

Metropolitan Library Service Agency  
Joint Trustee Board Meeting Minutes  
Thursday, September 20, 2018  
MCIT  
12:00 pm – 2:00 pm  
Members Present:

**Trustee Members Present:**

Anoka:	Mike Gamache	Ramsey:	
Carver:	Gayle Degler	Saint Paul:	Beth Burns
Dakota:		Scott:	Barb Weckman Brekke
Hennepin:	Debbie Goettel	Washington:	Gary Kriesel

**Advisory Members Present:**

Anoka:	Jacque Kramer	Ramsey:	Mary Larson
Carver:	Heidi Hoks	Saint Paul:	Catherine Penkert
Dakota:	Margaret Stone	Scott:	Jake Grussing
Hennepin:	Lois Langer Thompson	Washington:	Keith Ryskoski

Staff Present: Ken Behringer, Kate Brown, Andrea McKennan and Mona Scott

**I. CALL TO ORDER**

Vice-Chair Goettel called the meeting to order at 12:01 PM.

**II. PUBLIC COMMENT**

**III. CONSENT AGENDA**

**A. Approval of Agenda**

**Motion by Degler to approve agenda. Second by Burns. Motion carried**

**B. Approval of Meeting Minutes (June 21, 2018)**

**Motion by Weckman Brekke to approve Minutes. Second by Degler. Motion carried.**

**C. Approval of Bills and Financial Statements**

**Motion by Weckman Brekke to approve Bills and Financial Statements. Second by Degler. Motion carried.**

**IV. DISCUSSION/ACTION ITEMS**

**A. Approval of FY 2018 Regional Library Basic System Support (RLBSS) Report of Results & Expenditures**

**Motion by Kriesel to approve the submission of the FY 2018 RLBSS Results Accomplished Report to Library Services. Second by Weckman Brekke. Motion carried.**

**B. Approval of FY 2018 Regional Library Telecommunications Aid (RLTA) Report**

The *FY 2018 RLTA Final Report to State Library Services* was presented to the Board for consideration. In addition, Behringer reported that he is working with State Library Services to broaden the definitions on eligible uses for RLTA funding.

**Motion by Degler to approve the submission of the FY 2018 RLTA Final Report to State Library Services. Second by Burns. Motion carried.**

**C. Approval of Arts and Cultural Heritage Fund (ACHF) FY 2017 Completion Report and Carryover Fund Distribution**

Hennepin County now has a document stating that MELSA and HCL will partner to meet all of the Legacy funding rules when contracts are signed.

**Motion by Burns to approve the submission of the FY 2017 Legacy Completion Report to State Library Services. Second by Weckman Brekke. Motion carried.**

**Motion by Kriesel to approve shifting \$39,686 of Legacy funds from the regional level to the local level. Second by Degler. Motion carried.**

**D. Review of Revenue and Expenditure Adjustments to the 2018 MELSA Budget**

Goettel inquired if there were any concerns for the budget in the future. Behringer stated that continued funding for Regional Library Basic System Support (RLBSS), Regional Library Telecommunication Aid (RLTA), and Legacy funding requires legislative action. Assuming flat or improving funding for those three programs, the most important variable to watch from year to year is equalization factor within the RLBSS funding formula.

**Motion by Weckman Brekke to approve the adjustments to the CY 2018 budget. Second by Degler. Motion carried.**

**E. Approval of 2018 Formula Payments to Member Library Systems**

**Motion by Kriesel to approve the release of funds for the 2018 formula distribution. Second by Weckman Brekke. Motion carried.**

**F. Discussion of FY 2019 RLBSS Allocation**

Behringer presented steps that will be taken to request an increase in RLBSS Allocation during the 2019 Legislative session. Representatives from MELSA and several CRPLSA systems will meet to develop a plan. The plan will be presented to all twelve systems for approval from their respective boards.

Goettel requested a one page laminated sheet produced by MELSA of talking points when meeting with members of the legislature.

Burns inquired about the process of hiring lobbying firms and was told that the process is always done by a Request for Proposal (RFP) process.

**G. Other**

**V. REPORTS**

**A. Executive Director's Report**

Behringer updated the Trustees on the current lease discussions.

Acknowledgement of Lois Langer Thompson's many years of service with Hennepin County Library as she starts a new position with the SNO-ISLE Library System in December 2018.

**VI. ADJOURNMENT**

**Motion to adjourn by Degler. Second by Gamache. Motion carried.**

The meeting was adjourned at 12:49 PM.