

Metropolitan Library Service Agency  
Advisory Board Meeting Minutes  
Friday, January 12th, 2018  
Inver Glen Public Library  
9:00AM – 11:00AM

Members Present:

Anoka:	Maggie Snow	Ramsey:	Lynn Wyman
Carver:		Saint Paul:	Tony Yang
Dakota:	Margaret Stone	Scott:	Jake Grussing
Hennepin:	Lois Thompson	Washington:	Keith Ryskoski

Staff Present: Ken Behringer, Kate Brown, Sally Lederer and Andrea McKennan

**I. CALL TO ORDER**

Chair Ryskoski called the meeting to order at 9:01AM.

**II. CONSENT AGENDA**

**A. Approval of Agenda**

**Motion by Thompson to approve Agenda. Second by Grussing. Motion carried.**

**B. Approval of Meeting Minutes (December 8, 2017).**

**Motion by Thompson to approve the Minutes. Second by Grussing. Motion carried.**

**III. 2017 MELSA ADVISORY BOARD ANNUAL MEETING**

**A. Confirm 2018 Meeting Locations (Dates were approved in December.)**

The October 2018 meeting will be rescheduled due to the 2018 MLA Conference occurring on the same day.

**Motion to approve the 2018 Meeting Dates and Locations by Grussing. Second by Snow. Motion carried.**

**B. Review of Advisory Board By-Laws**

**Motion to accept the By-Laws by Stone. Second by Snow. Motion carried.**

**C. Review of MELSA Groups**

The Directors will review their staff assigned to MELSA Groups and will notify Brown of any changes.

**IV. DISCUSSION/ACTION ITEMS**

**A. Update on Club Book as a MELSA Regional Legacy Program**

McKennan reviewed the Club Book program. The Directors requested one common start time for all events and all locations. Behringer will ask the Governing Board for authorization to initiate a Request for Proposals to solicit vendors for future services.

**B. Review of MELSA Activities and 2017 Expenditures Related to Promotions**

Lederer discussed how the Promotions team has used their budget in 2017. The Directors will report back at a future Advisory Board meeting how they are promoting MELSA funded projects individually.

The Team was asked to prioritize their budget at their next meeting in March and bring back those findings in April or May.

Several directors suggested consideration be given to using a more significant share of the MELSA promotions budget to highlight MELSA funded products and services in smaller, specialty publications. These efforts could be targeted at reaching populations member libraries have had a difficult time attracting in the past.

**C. Update on Niche Academy**

Behringer will contact Niche Academy regarding ADA compliance. He will let the Directors know what he hears back.

**D. Follow-up to Prior Discussion on Matters of Equity, Diversity and Inclusion**

Names were put forward as possible presenters on ED & I issues. Behringer will explore using MELSA training funds for member library staff.

**V. REPORTS**

Grussing asked the Directors to go back to their staff for enhancement ideas for the Cloud Library app. Behringer will bring the list to the vendor's attention.

**VI. ADJOURNMENT**

**Motion to adjourn by Grussing. Second by Snow. Motion carried.**

**Meeting adjourned at 10:55 AM**