

Metropolitan Library Service Agency
Advisory Board Meeting Minutes
Friday, April 13th, 2018
Ramsey County Library - Roseville
9:00AM – 11:00AM

Members Present:

Anoka:		Ramsey:	Jill Boldenow
Carver:	Heidi Hoks	Saint Paul:	Catherine Penkert
Dakota:	Margaret Stone	Scott:	
Hennepin:	Lois Langer Thompson	Washington:	Keith Ryskoski

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

Others Present: Therese Sonnek (RCL)

I. CALL TO ORDER

Chair Ryskoski called the meeting to order at 9:09AM.

II. CONSENT AGENDA

A. Approval of Agenda

Behringer requested to move Agenda Item B. to A. due to the presence of Sonnek at the meeting.

Motion by Thompson to approve amended Agenda. Second by Boldenow. Motion carried.

B. Approval of Meeting Minutes (March 9, 2018).

Motion by Hoks to approve the Minutes. Second by Stone. Motion carried.

III. DISCUSSION/ACTION ITEMS

A. Report of the 2017 Assistive Technology Task Force

Scott and Sonnek reported on the Disability Awareness Resources tab that has been added to the MELSA website. The goal is to provide opportunities for self-directed training for library staff and could also be used as a referral for patrons. Scott and Sonnek requested an interest group be formed with member library staff in order to monitor the website for current info and also to add new information or resources as necessary.

Motion by Ryskoski to form an Accessibility Task Force until June 2019. The Task Force will review the Disability training site for updates, review of staff feedback, and work with MELSA to identify potential video services needed and implement a staff survey some time in 2019. Second by Thompson. Motion carried.

B. Review of MELSA Activities and 2017 Expenditures

- Direct Payments to Member Systems
- Funds Budgeted for Member Systems Use

Behringer reviewed the current planning and expenditure patterns related to Formula and Phase Funds. Based on 2019 predictions, Behringer does not anticipate major changes in funds budgeted for these payments and reimbursements.

Agenda Item C., Follow-up to Discussion on Library Card Task Force, was moved to the end of III. DISCUSSION/ACTION ITEMS by consensus of the group due to a missing participant in the discussion.

C. Update on Niche Academy

Behringer, MELSA and member library staff participated in an online meeting with Niche Academy regarding ADA Section 508 compliance matters. Based on the outcome of that meeting Behringer will recommend renewing the contract. Washington County Library has also started using Niche Academy.

D. Initial Discussion on Fine/Fees Philosophies

The Directors had a discussion on each systems philosophy on fines/fees in relation to equity issues. St. Paul Public Library is studying the issue in 2018. All systems have made efforts and will continue to do so in order to decrease the amount of blocked cards.

The Directors agreed that this is an important topic and should periodically be added to the agenda for a system check in.

E. Follow-up to Discussion on Library Card Task Force

The Directors agreed that before a technical solution to replacing the paper MELSA app is pursued the member libraries should work to have the same minimum requirements to receive a permanent library card in all of their respective systems. Currently, Carver County and Hennepin County libraries have the least amount of barriers to receiving a library card.

James will advise the members of the Library Card Task Force and Circulation Interest Group to meet with their Director to determine what needs to happen within each of their systems to match Carver County and Hennepin County card requirements.

The library card discussion will be added to the June agenda to check in with all systems.

IV. REPORTS

A. Executive Director and MELSA Staff Updates

Behringer asked member library systems to continue to promote the MN Writes, MN Reads writing contest. Behringer will report back if library staff can enter the contest.

A spot at the Stephanie Gerding presentation on grant writing can be offered to local Library Friends groups if they are interested.

V. ADJOURNMENT

Meeting adjourned at 11:13AM