

Metropolitan Library Service Agency
Advisory Board Meeting Minutes
Friday, September 14th, 2018
Washington County Library – Lake Elmo
9:00AM – 11:00AM

Members Present:

Anoka:	Maggie Snow	Ramsey:	Jill Boldenow
Carver:	Heidi Hoks	Saint Paul:	
Dakota:	Margaret Stone	Scott:	Jake Grussing
Hennepin:	Lois Langer Thompson	Washington:	Keith Ryskoski

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

I. CALL TO ORDER

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

II. CONSENT AGENDA

A. Approval of Agenda

Motion by Snow to approve the Agenda. Second by Hoks. Motion carried.

B. Approval of Meeting Minutes (August 10, 2018).

Motion by Stone to approve the Consent Agenda. Second by Hoks. Motion carried.

III. DISCUSSION/ACTION ITEMS

A. Notice of Availability of Phase Funds

Behringer reminded the Directors of the Phase Fund calendar and the funds still available to each system.

B. Discussion on the ACHF Completion Report for FY2017 and Requests for Future Legacy Funding for Public Libraries.

McKennan shared the ACHF Completion Report that will be submitted to State Library Services with the Directors. She informed the Directors that there is almost \$40,000 in leftover funds for Regional use. The Directors were asked if there were any other Regional Programs that they would like the money put toward or would they like the funds to be distributed back to each member system.

Motion by Hoks to move the remaining balance of \$39,686 in Regional Legacy funds to the local member libraries. Second by Grussing. Motion carried.

C. Continued Review of the Library Card Task Force Recommendations

The Directors reviewed the updated library card requirements chart. Several of the Directors voiced approval of researching the possibility of a technology solution to the MELSA paper applications.

Behringer will contact Sirsi about possible technological options for an online MELSA application. Behringer will create a flow chart for how such a system might work and will

send that out prior to the next Advisory Board meeting in November. The Directors will continue the conversation at the next board meeting.

D. Consideration of a Request from the World language interest group

McKenna presented a request from the World Language interest group for funding of \$1000 for translation work for key words and phrases to be used by all member libraries for signage.

Motion by Boldenow to authorize McKenna to procure translation work for library signage not to exceed \$1500. In the event the costs exceed \$1500, Behringer and McKenna are authorized to make the decision to proceed. Second by Stone. Motion carried.

E. Other

HCL is pursuing adding a question regarding library usage to local school district's Early Childhood Screening and has also interested in pursuing Gale Career Online High School. Behringer will invite a Gale rep to the November Advisory Board meeting.

IV. REPORTS

A. Executive Director and MELSA Staff Updates

Representatives from HCL will be invited to the November meeting to discuss the process and results from implementing their automatic renewal system.

Stone reported that DCL has a new logo and launched the Symphony app to replace Boopsie.

V. ADJOURN

Motion to adjourn by Grussing. Second by Hoks. Motion carried.

Meeting adjourned at 10:19AM