

Metropolitan Library Service Agency
Trustee Board Meeting Minutes
Tuesday, January 17, 2019
MELSA Office
12:00 pm – 2:00 PM
Members Present:

Anoka:	Mandy Meisner	Ramsey:	Mary Jo McGuire
Carver:	Gayle Degler	Saint Paul:	Beth Burns
Dakota:	Liz Workman	Scott:	Barb Weckman Brekke
Hennepin:	Angela Conley	Washington:	Gary Kriesel

Staff Present: Ken Behringer, Kate Brown, Kathleen James and Mona Scott
Others Present: Rob Vanasek (Capitol Hill) Sam Walseth (Capitol Hill)

I. CALL TO ORDER

President Workman called the meeting to order at 12:00 pm.

II. INTRODUCTION OF NEW MEMBERS

III. PUBLIC COMMENT

IV. CONSENT AGENDA

A. Approval of Meeting Minutes (November 15, 2018)

B. Approval of Bills

Motion by Degler to approve the Consent Agenda. Second by Conley. Motion carried.

V. ANNUAL MEETING

A. Oath of Office/Conflict of Interest Statement (Workman)

Workman asked the new Trustees to recite the Oath of Office. Both the Conflict of Interest and Oath of Office statements were signed, dated and left with Brown at the end of the meeting.

B. Election of Officers (Workman)

Due to new to the Board Trustees that were in line to serve as President and Vice-President, Workman volunteered to serve one more year as President.

Motion by Degler to approve the following slate of officers for CY2019:

President:	Liz Workman (Dakota)
Vice – President:	Angela Conley (Hennepin)
Treasurer:	McGuire (Ramsey)

Second by Kriesel. Motion carried.

C. Appointment of Committees

The members of the Board of Trustees volunteered for the following committee appointments:

<u>Finance</u>	<u>Personnel</u>	<u>Nominating</u>
1. McGuire – Chair	1. Conley (Chair)	1. Workman
2. Degler	2. Weckman Brekke	2. McGuire
3. Meisner	3. Burns	3. Conley
4. Kriesel	4. Workman – Ex officio	
5. Workman – Ex officio		

Motion by Degler to appoint the members, as indicated at the January meeting, to the Finance, Nominating and Personnel committees for CY2019. Second by Weckman Brekke. Motion carried.

D. Setting of Meeting Dates for 2019

The Board of Trustees reviewed the 2019 meeting schedule. Meetings are held every other month – the third Thursday of that month. The location of the Joint Trustee/Advisory Board meetings will be held at the MCIT Building in St. Paul and the Trustee meetings will be held at MELSA.

Motion by Burns to adopt the meeting dates as presented for CY2019. Second by Degler. Motion carried.

VI. DISCUSSION/ACTION ITEMS

A. Consideration of Phase Funds Requests

The Phase Funds program supports the member libraries' infrastructure for computer equipment and technology. Funds come from MELSA's general budget through funds received from the State. Requests by the Advisory Board may be made twice a year in December and June with payouts in January and July after approval by the Trustees. Funds may be carried over. Phase distribution requests have been made by the Anoka, Carver, Saint Paul Libraries.

Motion by Weckman Brekke to release Phase funds of \$49,658 to Anoka County Library, \$20,000 to Carver County Library and \$54,445 Saint Paul Public Library. Second by Burns. Motion carried.

B. Consideration of Pay Equity Report

Behringer shared the Pay Equity report to the State of Minnesota that is required every three years.

Motion by Degler to approve the attached Pay Equity report for submission to the State. Second by Conley. Motion carried.

C. Overview of State-Funded Programs Affecting Regional Public Library Systems

Behringer gave a brief overview of the State-Funded Programs that affect Regional Public Library Systems for the benefit of the new members of the MELSA Trustee Board and in preparation for the update on the 2019 Legislation Session by Sam Walseth. Work is being done to request increased funding for Regional Library Basis System Support (RLBSS) and to broaden the applicable uses of Regional Library Telecommunication Aid (RLTA).

D. Update on the 2019 Legislative Session: MN Library Association Lobbyist, Sam Walseth and Rob Vanesek

Walseth updated the Board on the status of the request for the RLBSS increase. Walseth and Vanesek are working closely with Representative Mary Murphy to develop a bill proposal for the House.

E. Discussion of Planning Process for Selecting a New MELSA Executive Director Motion by Weckman Brekke to appoint Burns as the Chair of the Executive Search Committee and direct her to outline a plan for the hiring process and extend an offer to the MELSA Advisory Board to put forward two representatives for the committee. Commissioner Kriesel will also serve on the Executive Search Committee. Second by Meisner. Motion carried.

VII. REPORTS

A. Executive Director's Report

Behringer updated the Board on the status of a pilot project with Gale regarding Gale databases and Google searches. Google searches in areas of the metro that are within Gale contracted services will populate with Gale results.

VIII. ADJOURN

The meeting was adjourned at 1:55 pm.