Advisory Board Meeting Minutes
Thursday, March 20, 2014
MCIT Building
10:00 am – 11:45 am

Members Present:

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<tr>
<th>Anoka:</th>
<th>Ramsey:</th>
<th>Susan Nemitz</th>
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<td>Carver: Nick Dimassis</td>
<td>Saint Paul: Kit Hadley</td>
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<td>Dakota: Ken Behringer</td>
<td>Scott: Jacob Grussing</td>
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<td>Hennepin: Lois Thompson</td>
<td>Washington: Pat Conley</td>
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Staff Present: Chris Olson and Judy Todd

Others Present:

I. INTRODUCTIONS AND WELCOME

II. CONSENT AGENDA
A. Approval of Agenda
B. Approval of Meeting Minutes (February 3, 2014)
   Motion by Hadley to approve the Consent Agenda. Second by Grussing. Motion carried.

III. DISCUSSION / ACTION ITEMS
A. Joint CRPLSA / MELSA Directors Meeting
   Olson reviewed the agenda for the Joint CRPLSA / MELSA Directors meeting on March 27. Nemitz, Hadley, Conley and Behringer will not be able to attend this meeting but may send a representative.
   - Funding Formula – The Directors are not opposed to looking at a reasonable change to the formula at this time.
   - Carla Urban – Minitex received a Gates Grant to create digitization of local historical items / photos / banners. Urban will talk with the Directors about partnerships with public libraries.
   - One Book Project – CRPLSA is starting a pre-school early literacy program by hiring a project manager with Library Strategies overseeing this person. One book will be selected, following the Michigan and/or Pennsylvania program with the intention of rolling out the project in 2015. A planning retreat will be scheduled for late April for the steering committee which includes a number of youth services people. Kathleen James will attend as a MELSA representative.
   - Makerspace Presentation – Joe Scott represents a 3D printer company and works with the Chanhassen Public High School and their curriculum.
   - Janice Jaguszewski – U of M Health Sciences librarian, is interested in getting out to the public librarians and talking about what services they might be able to provide to the public libraries. Nemitz suggested she attend the e-Gov Task Force meeting too.
   - Minnesota History Day – Tim Hoaglund and Sarah Aschbrenner will talk about libraries and History Day.
B. 3M E-Book Subgroup Update:

1. Collection Development
The e-Book Collection Development subgroup met and made a recommendation on how to spend dollars for the rest of CY2014.
   - Follow 3M’s automated e-book’s buying process. Olson spoke with Tom Mercer who will set this in motion.
   - Budget is $500,000 –
     - $100,000 set aside for replacement copies (one-year subscriptions and the 26 checkouts)
     - $400,000 –
       - $40,000 a month with the first $10,000 to be used towards bringing the holds ratio down to 5:1.
       - $25,000 will be used to purchase top best sellers defined by 3M (8 titles each).
       - $5,000 will be used to purchase youth titles.

Artwork for the e-Book promotions push by the Promotions Team and 3M is ready and will be sent to the Directors in electronic format. Service will be promoted via Star Tribune and Fox 9, including the weather app. PSAs will also run. The campaign begins when Hennepin launches 3M this spring.

2. Patron Authentication
3M does not use patron type as an authentication model whereas 3M’s competitor does. There is not an immediate solution to this situation but 3M is aware MELSA has a different process in place at this time.

C. Strategic Planning and The Edge Update
Olson will ask Pat Wagner, who will be in town from Colorado, if she is available for a half day strategic planning session on May 1, 12:30 to 4:30 pm. at the Brookdale Library. The Advisory Board felt a subgroup would work best at this time as they’re comfortable with the current Plan’s progress. The subgroup can bring recommendations back to the Advisory Board.

D. Smart Investing Grant Opportunity
MELSA libraries have been invited to apply for the Smart Investing Grant again this year. The Advisory Board will decide individually if they want to apply for this grant.

E. Other
None.

IV. REPORTS

A. Staff, Team and MELSA Group Updates

1. Circ Team – Survey of Fine Levels at Libraries
   Todd explained the Circulation Team was conflicted when asked to come to an agreement on a cutoff level for those patrons who had fines with the libraries. There were several libraries who felt $100 was sufficient because the patrons receive several past due notices. Concerns were voiced that patrons were confused about what systems they belong to – RCL and SPL or CCL and HCL. The team felt that unifying the fine levels for all eight systems would help the patrons and staff.
The Advisory Board may move forward with the customer authentication ILS project between DCL and WCL, expecting some of these fine questions will rise to the surface and will need to be addressed at that time.

VI. ADJOURNMENT
The meeting was adjourned at 11:40 am.