Metropolitan Library Service Agency

Advisory Board Meeting Minutes
Monday, June 2, 2014
Prior Lake Library
2:00 pm – 4:00 pm

Members Present:

| Anoka:          | Marlene Moulton Janssen | Ramsey:         | Susan Nemitz |
| Carver:         | Nick Dimassis           | Saint Paul:    |              |
| Dakota:         | Ken Behringer           | Scott:          | Jacob Grussing |
| Hennepin:       | Lois Thompson           | Washington:    | Pat Conley   |

Staff Present:    Chris Olson and Judy Todd

Others Present:

I. INTRODUCTIONS AND WELCOME
Chair Behringer called the meeting to order at 2:15 pm.

II. CONSENT AGENDA
Approval of Agenda
Approval of Meeting Minutes (May 15, 2014)
Motion by Conley to approve the Consent Agenda. Second by Dimassis. Motion carried.

III. DISCUSSION / ACTION ITEMS
A. Phase Fund Distribution (Olson)
Motion by Thompson to recommend to the MELSA Board of Trustees to accept the following requests for Phase Funds: Anoka County Library - $52,195; Carver County Library - $30,000; Ramsey County Library - $171,000; Saint Paul Public Library - $166,255; Scott County Library - $75,000; and Washington County Library - $42,000. Second by Dimassis. Motion carried.

Motion by Thompson to recommend to the MELSA Board of Trustees to accept the following request from Carver County Library: Reassign $51,000 of funds requested previously for an ILS upgrade/migration to now be used for hardware and software support for new technologies. Second by Conley. Motion carried.

B. Associate Library Policy (Olson)
Olson explained the purpose of the associate library policy was to move those independent libraries that weren’t members of the county systems towards the process of becoming full members of their county system. The subcommittee felt the current four associate libraries won’t become a part of their county’s system at this time.

Four requirements must be met under the new Associate Library Policy.
   1. A plan of association with your county library.
      a. The county plan may want to work with the associate library on it’s strategic plan, collection levels, etc.
2. Reciprocal Borrowing
3. Participate in ILS – MnLINK.
4. Maintain an adequate number of open hours and will employ paid staff.

The plan would not encourage any new associate libraries to happen as of a certain date. This new plan would allow MELSA to say it believes the most cost effective, tax efficient way to run library services is to be members of your county library system.

The Advisory Board offered suggestions for a second paragraph under “Background” to clarify MELSA’s standard of service. Olson will

C. Strategic Plan 2014 – 2017 Review (Olson)

D. CY2015 Budget: Review of Draft

E. Other

IV. OTHER REPORTS
A. Executive Director’s Report (Olson)

B. Other Staff, Team and MELSA Group Updates
None.

V. ADJOURNMENT
The meeting was adjourned at 4:05 pm.