Metropolitan Library Service Agency

Advisory Board Meeting Minutes
Monday, July 7, 2014
Northtown Library
2:00 pm – 4:00 pm
Members Present:

<table>
<thead>
<tr>
<th>Anoka:</th>
<th>Marlene Moulton Janssen</th>
<th>Ramsey:</th>
<th>Lynn Wyman</th>
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<td>Carver:</td>
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<td>Saint Paul:</td>
<td>Kit Hadley</td>
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<td>Dakota:</td>
<td>Ken Behringer</td>
<td>Scott:</td>
<td>Jacob Grussing</td>
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<td>Hennepin:</td>
<td>Lois Thompson</td>
<td>Washington:</td>
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Staff Present: Chris Olson, Mona Scott and Judy Todd

Others Present: Jennifer Nelson, State Librarian

I. INTRODUCTIONS AND WELCOME
Chair Behringer called the meeting to order at 2:25 pm.

II. CONSENT AGENDA
Approval of Agenda
Approval of Meeting Minutes (June 2, 2014)
Motion by Moulton Janssen to approve the Consent Agenda. Second by Grussing. Motion carried.

III. DISCUSSION / ACTION ITEMS
A. Policy on Associate Libraries (Olson)
The Advisory Board discussed several opportunities for updating the Policy for Associate Libraries which was created in 1975. Olson will mention to the Trustees the Plan is being addressed by the Advisory Board at their September meeting. Thompson will make changes discussed today and bring a draft of the Plan to the August Advisory Board meeting.

Motion by Thompson to move the Policy on Associate Libraries to the August Advisory Board meeting for further discussion. Second by Grussing. Motion carried.

B. Northstar Literacy Project (Hadley)
Hadley reported MELSA pays for all eight MELSA systems to be sponsoring agencies but only three take advantage – Anoka, Ramsey and Saint Paul. This project started because of a need to train patrons who were struggling with job searches and did not know how to use a computer. Six assessments were developed to determine skills of literacy. A certificate is given to the individual who completes the assessment. Job seekers can use the assessment to demonstrate that they have specific skills.

Currently:
- 90 sponsor sites in Minnesota; 20 sites in 13 other states.
- 20,262 assessments taken at sponsoring agencies.
- 9,858 assessments passed, certificates awarded.
- 253,000 assessments completed on the public website.

The website has been upgraded now to include seven modules and the opportunity to receive either a paper certificate or a digital badge. MDE
adopted the North Star standards for their ABE program for digital literacy. An eighth module (Excel) is almost finished. An online searchable manual and an updated session are available for sponsors at this time.

Hadley asked the Library Directors to think about allowing one or more of their library sites to participate in the project. Northstar would now be able to staff those locations involved.

C. State Librarian Report / Discussion (Jen Nelson)
State Librarian Jen Nelson reported on some of the services provided by State Library Services.
- Established a listserv to communicate directly with interested staff.
- Nelson is working with Olson and other individuals across the state on the Explore e-Books Minnesota project – 5 webinars and a summit.
- Smaller grant rounds were piloted last spring to make the LSTA funds more available. They had two themes: (1) Early learning spaces and (2) School and library collaborations working to do extended learning opportunities.
- Announced competitive grant awards in early June.
- IMLS will be putting out a grant round this month. The Nation of Leaders and the Laura Bush grants will now be released twice a year.
- State Library Services has an outstanding application with IMLS for a grant that would work with three public libraries and their associated regional systems to do early learning around STEM and look at developing STEM programming that aligns with Minnesota’s early childhood indicators of progress. Should know in early August.
- Minnesota libraries still have access to WebJunction. Skill based trainings will no longer be available, such as Word and Excel.
- The digitization copy of the Minneapolis StarTribune is not available at this time. State Library Services hopes to have it up for patrons again by October.
- The authorization of the Workforce Investment Act – if it passes the way it currently is written and gets signed into law, Nelson suggested there may be some opportunities for public libraries to become a one stop center. State Library Services will be available for any reporting assistance.
- The Legislature developed a Library and Service Delivery Consultation (the Task Force). Nelson is asking any individual(s) who are interested in sitting on this task force to contact her via email. The first meeting is in August.
- The construction grant round should be open by the middle of the July.

D. Libraries and Service Delivery Consultation: Metro Public Library Representative
Behringer is interested in representing the metro public libraries. Olson asked any Library Directors and their staff to send their application and resume to Jen Nelson.

E. Next Steps for MELSA and Edge Initiative
Tabled until the August meeting.
F. Other
There is a conflict with the August 4 Advisory Board meeting date. Todd will check calendars with all to see if an alternate day will work.

IV. OTHER REPORTS
A. MELSA Board of Trustee’s Meeting: June 2014 (Behringer)
   No report given.

B. Executive Director’s Report (Olson)
   No additional report.

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

V. ADJOURNMENT
The meeting was adjourned at 4:10 pm.