CALL TO ORDER
President Degler called the meeting to order at 12:00 pm.

INTRODUCTIONS

PUBLIC COMMENT

CONSENT AGENDA
A. Approval of Agenda
B. Approval of Meeting Minutes (May 15, 2014)
C. Approval of Bills

ACTION / DISCUSSION ITEMS
A. MELSA Strategic Plan, 2014 - 2017

In the future, the Trustees would like to have the Strategic Plan information sent to them with more time for review and a definition of what the changes are.
MELSA will prepare a Results of RLBSS in September which looks at MELSA’s entire budget and then justifies it across the Strategic Plan. The Department of Education wants to know that MELSA has a particular target that’s consistent with their understanding of legislative function.

**Motion by Workman to approve the Strategic Plan 2014 – 2017 and agrees to its submission to State Library Services in the Minnesota Department of Education as part of the FY2015 Application for RLBSS Funds. Second by Johnson. Motion carried.**

### B. Legacy Fund Application for FY2015

The Legacy Fund Application highlights people who are on the working committees and the Legacy fund usage. The allocation of funds will remain the same: 10% for statewide activities; 30% for metro-wide activities; and 60% for local activities.

- **10% statewide activities**
  - Minnesota Historical Society – History Day
  - Minnesota Book Awards
  - Once Upon a Reader – One book program for preschool children throughout the entire state
    - *Moo* by David LaRochelle has been chosen
    - Publisher will allow library branding
    - Corporate sponsors may be involved

- **30% metro-wide activities**
  - Club Book
    - 2 ½% on administration costs

- **60% local activities**
  - To member libraries for their programs

**Motion by Rettman to approve the submission of the FY2015 Application for the Arts and Cultural Heritage Fund Allocation to State Library Services of the Minnesota Department of Education. Second by Lehrke. Motion carried.**

### C. RLBSS Application for FY2015

MELSA submits an application for RLBSS every July 1 for state fiscal funds. A report of accomplishments will be due to the state in October.

**Motion by Braastad to approve the submission of the FY2015 Application for Regional Library Basic System Support to State Library Services of the Minnesota Department of Education. Second by Johnson. Motion carried.**

### D. Phase Distribution Requests

Phase funds may be requested twice a year for technology projects in the library. They may be carried over from year to year.

**Motion by Johnson to release Phase Funds of $52,195 to Anoka County Library; $30,000 to Carver County Library; $171,000 to Ramsey County Library; $166,255 to Saint Paul Public Library; $75,000 to Scott County Library; and $42,000 to Washington County Library. Second by Workman. Motion carried.**

### E. Finance Committee Report:

1. **CY2015 Preliminary Budget**
The Finance Committee met June 6 to review the preliminary budget. Olson reported true RLBSS numbers will not be known until August. An update will be given at the September meeting and a final budget will be available for review at the November meeting. Olson mentioned the one big change in the budget was moving from a cash basis to a modified accrual basis. This will have an impact on the revenue side on how MELSA counts revenue coming in and databases on the expense side will only show actual cost for that period of time. Information on the fund balance has been added to the budget by the request of the Finance Committee.

**Motion by Braastad to accept the Preliminary FY2015 Budget. Second by Degler. Motion carried.**

F. Other
None.

VI. REPORTS
A. Executive Director’s Report
   The Trustees held a discussion about compensation packages and directed Olson to request Dakota County’s Employee Relations Department work with the MELSA Staff on reviewing classification and compensation.

   The State Library, Minitex and several other organizations in Minnesota have been running a series of webinars on eBooks. There will be an eBook Summit on August 13 at St. Catherine’s University. The webinars are all archived and are a good source of information.

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

C. Other
   None.

VIII. ADJOURN
   The meeting was adjourned at 1:05 p.m.