I. CALL TO ORDER
Chair Thompson called the meeting to order at 1:44 pm.

II. CONSENT AGENDA
A. Approval of Agenda
   Approval of Meeting Minutes (April 3, 2015)
   Motion by Behringer to approve the Consent Agenda. Second by Hoks. Motion carried.

III. DISCUSSION / ACTION ITEMS
A. Lynda Contract
   The Directors reviewed their copy of the lynda.com contract which showed a 25% discount available until May 31st. A 20% discount would apply on June 1st. The MELSA lyndaLibrary contract would begin July 1. A member library’s contract would go on hiatus until the MELSA contract has expired. Kathleen James will ask Dakota County Attorney Karen Schaffer to review the contract before Brechon signs.

   Legislative Analysis
   The Legislature adjourned and RLBSS, RLTA and Legacy funding are a part of the special session that is expected to be held by June 15. The June Advisory Board agenda will include evaluating the percentages of the legacy projects.

   MELSA evaluation process should include:
   - All projects should be evaluated.
   - What regional activities are high priorities?
   - What regional activities are more suspect?
   - Balances need to be known by grouping.

B. 2016 Preliminary Budget
   Brechon reviewed the Revenue and Expenses for the Preliminary 2016 Budget, explaining there is the expectation these figures could change.
Revenue:
- Budget uses FY15 RLBSS, including Equalization, as estimate for calendar year 2016 budget (FY16 and FY17).
- Using FY15 estimate (final report to be submitted later in 2015) as estimate for FY16; RLTA revenue = RLTA expenses.

Expenses:
- Current level allocations for the following are included:
  - $1,000,000 for Formula distributions
  - 10% of Equalization for earning library systems
  - $500,000 for Phase program, $2,600 per system for NCIP
  - $500,000 for E-book content, $80,000 (from fund balance) for platform fees
- Includes current electronic resources with zero or slight increases: Databases, Homework Help (assuming no increase; contract to be negotiated in July 2015), JobNow, OneClickDigital, Evanced calendar, Syndetics, Boopsie mobile app (NCL not using in 2016)
- No funds allocated for lyndaLibrary in 2016 budget (2015 to be paid from 2014 fund balance assignment)
- $11,000 per system for staff professional development
- Increase of $15,000 to Summer Reading Program for design and printing of collateral (no Macy’s grant)
- Increase from $85,000 to $100,000 for public technology classes (Jobs and Small Business initiative)
- As in 2015, $25,000 budgeted for E-government Initiatives, and $25,000 for Digital Literacy Initiatives ($8,000 of this has been used for Northstar Digital Literacy sponsorships)
- Added Technology Measures line in budget to include $31,500 for IMPACT Survey, Edge Initiative, and PLDS subscription for systems

No other significant changes in revenues or expenses.

If MELSA receives RLBSS, including Equalization, at FY15 levels and there are no increases to the above expenses, revenues currently exceed expenses by approximately $100,000. (Budget to be discussed at the Finance Committee on May 27.)

D. Succession Planning – Project Manager - Legacy
The Advisory Board suggested building a job description for the Project Manager at this time, allowing them to talk to people about the position. They feel people need to think about this position for some time. The new MELSA Executive Director will finalize the description. It was suggested costs be built into the budget to allow Ludwiczak and the new employee to work together for a period of time.

E. ConnectEd Library Challenge
Thompson, Nemitz and 28 other librarians were recently on a telephone call with the White House to discuss:
- Support student learning through programming that develops their language, reading, and critical thinking
- Provide digital resources, such as e-books and on-line collections
- Provide broadband connectivity in wireless access within library facilities along with library cards

Elected officials, city/county managers, and a school district needed to sign
on to be a part of this process. Thompson emphasized the President will be involved. Thompson will be working with Hopkins School District and Nemitz will be working with White Bear School District. Updates will be given at the next Advisory Board meeting.

F. MnLINK Gateway Representative, June 11th
Brechon won’t be able to attend the MnLINK Gateway meeting on June 11th. Moulton Janssen will represent MELSA and report back to the Advisory Board.

G. Office Manager Hiring Update
The interview process started last week with six strong applicants. No decision has been made yet.

H. MELSA Representative on Minitex Advisory Policy Council
Nemitz is the current representative and her three-year term appointment will soon end.
Motion by Thompson to appoint Nemitz as the MELSA Representative to the Minitex Advisory Policy Council. Second by Moulton Janssen. Motion carried.

IV. REPORTS
A. Staff, Team and MELSA Group Updates
Scott reported MELSA is working on the contract with The Nerdery. The Advisory Board supported more quality assurance testing being included in the process.

VI. ADJOURNMENT
The meeting was adjourned at 2:29 pm.