I. CALL TO ORDER
Vice Chair Nemitz called the meeting to order at 10:00 am.

II. CONSENT AGENDA
A. Approval of Agenda
   Additions to the agenda: Minnesota Centric E-book Project, and EDGE Update.
B. Approval of Meeting Minutes (March 19, 2015)
   Motion by Conley to approve the Consent Agenda as amended. Second by Moulton Janssen. Motion carried.

III. DISCUSSION / ACTION ITEMS
A. Acknowledge Pat Conley’s Contribution to MELSA
   Brechon thanked Conley for her significant work on the grant through the State to allow express libraries in Hugo and Victoria. Nemitz went on to thank Conley for her support and being a mentor and role model throughout the years. Hadley looked to Conley for education on topics when she first came to the library community. Conley valued libraries and will be active in the legislative arena.

B. Legacy Update – Legislation (Ludwiczak)
   Ludwiczak reported there have been recent positive conversations with Representatives and Senators about MELSA’s funding. Ann Hutton (SELCO) and Ludwiczak will be testifying in a week before the Senate.

   Because Ludwiczak discussed future plans for her retirement, Brechon will begin a succession process. This topic will be added to the May agenda.

   The MELSA Public Tech Training Group currently has $85,000 for training and asked the Advisory Board for an additional $15,000 to support additional projects.
   Motion by Behringer to endorse an increase from $85,000 to $100,000
from MELSA undesignated funds for use by the MELSA Public Tech Training Group in CY2016. Second by Moulton Janssen. Motion carried.

C. CRPLSA Update (Brechon)
Brechon reported on the CRPLSA meeting hosted by MELSA on March 26 and 27. Major topics discussed were the Plum Creek Audit, Pioneerland, E-rate and RLTA funding.

Director Kristi Hanson (Northwest Regional Library System) is continuing to work with the DNR on a pass program with the parks. Brechon and Lederer forwarded questions for them to consider as MELSA had a similar program (the Museum Pass Program). CRPLSA has set aside $75,000 for promotion.

D. MELSA Office Manager Retirement Date (Brechon)
Todd will retire as MELSA’s Office Manager on June 18. There is a MELSA Trustee Board meeting from 12 – 2 pm and a retirement party will follow. Brechon has been working with Dakota County HR staff to post the position for 30 days in the Minnesota Council of Non Profits, Diversity Inc., Minitex, and Metronet.

E. Fund Balance – Decision & Discussion
The Advisory Board reviewed the motion made during the March 19 Trustee and Advisory Board meetings. Scott reminded the Directors these dollars are all contingent on no changes to RLBSS funding which MELSA will not know until the second half of the year.  
Motion by Behringer to recommend to the MELSA Board of Trustees to allocate the proposed fund balance assignments as follows:
- Up to $150,000 for a collaborative purchase
- $80,000 for one year of systems’ platform fees for the collaborative E-book project
- $285,000 additional to Phase program ($500,000 anticipated for 2016 budget)
- $285,000 additional to collaborative E-book program content ($500,000 anticipated for 2016 budget)
Second by Hoks. Motion carried.

F. Executive Director Update
Brechon sent proposals to seven personnel search firms requesting a response by April 22. The Governing Board will confirm who will lead the search process at the May 21 Joint Trustee/Advisory Board meeting. The intention will be to post the position immediately and interview in July.

G. Minnesota Centric E-book Project (Horton)
Horton offered background on a pilot project with two years of funding called Minnesota Centric E-book Project. Minitex will provide the infrastructure with the State Library providing the bulk of the initial content aimed at school aged children, eventually adding in adult collections. They will focus working with independent presses and publishers in Minnesota.  

Horton hopes to have content up this summer in four different sources:
- ELM platform
- Minnesota Digital Library
- MnLINK
- MARC records could be loaded into each system’s catalogs
IV. REPORTS
A. Staff, Team and MELSA Group Updates
   None.

B. EDGE Update
   The next release of the EDGE Assessment comes out in May with a cost of approximately $25,000 according to Scott. In order to receive the discount, MELSA would need to provide some evaluation and feedback on the program. The Tech Measures Task Force supports the value of the EDGE.
   **Motion by Moulton Janssen to recommend continued participation of the EDGE Initiative for 2015 in the MELSA libraries. Second by Hadley. Motion carried.**

The Tech Measures Task Force met three times since November 2014 and identified six categories of technology-related information to be collected:
   1. Hardware/software installed
   2. Website activity
   3. Wireless activity/connection speeds
   4. Social media activity
   5. Computer use in libraries (logins, hours used, etc.)
   6. Tech classes/training/program content offered to users (includes method, e.g., portable labs, etc.)
   Continued discussion how this information will be collected and be available in one place will be a part of their meetings.
   **Motion by Conley to approve gathering additional (or in a different format) technology-related data for the purposes of comparison and analysis among MELSA systems and for other stakeholders, and exploring a regional purchase of a demographics tool. Second by Moulton Janssen. Motion carried.**

VI. ADJOURNMENT
The meeting was adjourned at 11:25 am.