METROPOLITAN LIBRARY SERVICE AGENCY

Joint Trustee Board Meeting Minutes
Thursday, September 17, 2015
MCIT
12:00 pm – 2:00 pm

Members Present:

Trustee Members Present:
Anoka:       Ramey: Janice Rettman
Carver:  Gayle Degler     Saint Paul: Chris Tolbert
Dakota:       Scott:   Barbara Marschall
Hennepin:   Jill Joseph     Washington: Gary Kriesel

Advisory Members Present:
Anoka:  Marlene Moulton-Janssen   Ramsey:  Susan Nemitz
Carver: Heidi Hoks                  Saint Paul: Tony Yang
Dakota: Ken Behringer                Scott:   Jake Grussing
Hennepin: Lois Thompson              Washington: Keith Ryskoski

Staff Present:  Melissa Brechon, Kate Brown, Melinda Ludwiczak, Mona Scott and Sarah Teske
Others Present:  Sharon Klumpp, Springsted

I. CALL TO ORDER
Chair Degler called the meeting to order at 12:08 PM.

II. INTRODUCTIONS

III. PUBLIC COMMENT

IV. CONSENT AGENDA
   A. Approval of Agenda
      Additions to agenda by Brechon: add presentation by Sharon Klumpp of Springsted to IV.D. and Appointment of MELSA Executive Director to V.A.
   B. Approval of Meeting Minutes (June 18, 2015)
   C. Approval of Bills and Financial Statements
      Motion by Joseph to approve the Consent Agenda as amended. Second by Kriesel. Motion carried.
   D. Presentation by Sharon Klumpp from Springsted
      Klumpp talked about the progression of the MELSA Executive Director search.
         • Developed a profile of attributes desired in Executive Director.
         • Advertised on national, state and regional websites.
         • Brechon and Joseph promoted the position at the ALA Conference in San Francisco.
         • There were 17 initial applicants.
Eight were asked to provide more information in an essay format and participate in a telephone pre-screen.
Three were asked to interview on September 9th, 2015.
After the interviews were completed, one applicant was determined to be the best fit for MELSA by the interview committee.

V. DISCUSSION/ACTION ITEMS
A. Appoint Executive MELSA Director.
Ken Behringer was announced as the candidate selected by the hiring committee. Behringer spoke about his commitment to regional public libraries, his past experience and vision for MELSA.

The Advisory Board and staff were asked to leave the room while the Governing Board discussed and voted on the appointment.

Motion by Joseph that because of the critical nature of the amended agenda of item V.A. and the appointment of the MELSA Executive Director to be held in a publically noticed meeting as soon as possible. Second by Marschall.
Motion carried.

Degler voiced the Board’s concerns about the amended agenda not being publically noticed and the merits of the candidate were not discussed. He requested that a Special Meeting be held within two weeks to appoint the new MELSA Executive Director.

B. Approval of 2015 Formula Distribution
Motion to approve the release of funds for the 2015 formula distribution by Rettman. Second by Tolbert.
Motion carried.

C. Approval of 2015 Budget adjustments
Motion by Rettman to approve the adjustments to the CY2015 budget.
Second by Kriese.
Motion carried.

D. Approval of RLBSS Report of Results & Expenditures (July 1, 2014 – June 30, 2015)
Motion by Joseph to approve the submission of the FY2015 RLBSS Results Accomplished Report to State Library Services. Second by Tolbert.
Motion carried.

E. Approval of FY2015 RLTA Report
Motion by Tolbert to approve the FY2015 RLTA Report submitted to State Library Services. Second by Joseph.
Motion carried.
F. Discussion: RLBSS Revenue, FY 2016
Brechon presented a discussion only document listing appropriations of FY2016 Regional Library Basic Systems Support (RLBSS) for the regional library systems in Minnesota. RLBSS is MELSA’s primary source of revenue. Comparing the FY2016 funding with FY2015, MELSA will receive an increase of $13,426 for the population component of RLBSS and a decrease of $187,409 for the Equalization component. An explanation of Equalization and why MELSA’s share is decreasing was requested by Degle. Behringer explained:

Equalization, the most volatile component of RLBSS, is calculated by multiplying the adjusted net tax capacity per capita for each county in the state by .0082. Funds from Equalization are used to raise the amount of the county with the next highest value; this continues until funds are depleted. MELSA’s share of Equalization is decreasing because property values in the metro area are increasing at a higher rate than outside of the metro. With lower property values, counties have less capacity to earn property tax revenues. The intent of Equalization is to provide additional support for library services in these counties.

VI. REPORTS
A. Interim Executive Director Report
- The MELSA LSTA Grant Committee selected National Research Center (NRC) Boulder, Colorado, to carry out the survey of metropolitan area residents. A generic contract was submitted to the Dakota County Attorney for appropriate language. The contract will come to the November 19th Board Meeting for final approval. NRC recommended changing the timeline of the survey until after the first of the year.
- Scott reported on the public records requests that are coming in. Private companies request purchase orders and/or check registers from government agencies in order to compile the data and sell it to companies.

B. Staff, Team and MELSA Group Updates
- Ludwiczak announced the launch of this season of Club Book.
- Brechon announced the resignation of Kit Hadley, Saint Paul Public Library Director, and introduced Tony Yang as her temporary replacement on the MELSA Advisory Board.
- Peter Pearson will be replacing Chris Tolbert on the MELSA Governing Board in November.

VII. ADJOURNMENT
Motion to adjourn by Marschall.
Second by Joseph.
Motion passed.
The meeting was adjourned at 1:19 PM.