Metropolitan Library Service Agency
Joint Trustee Board Meeting Minutes
Thursday, March 16, 2017
MCIT
12:00 pm – 2:00 pm

Members Present:

Trustee Members Present:
Anoka: Mike Gamache
Carver: Gayle Degler
Dakota: Liz Workman
Hennepin: Debbie Goettel

Ramsey: Janice Rettman
Saint Paul: Beth Burns
Scott: Barb Weckman Brekke
Washington: Gary Kriesel

Advisory Members Present:
Anoka: Maggie Snow
Carver: Heidi Hoks
Dakota: Margaret Stone
Hennepin: Johanna Gennett

Ramsey: Jill Boldenow
Saint Paul: Jane Eastwood
Scott: Jake Grussing
Washington: Keith Ryskoski

Staff Present: Ken Behringer, Kate Brown, and Mona Scott

I. CALL TO ORDER
Chair Workman called the meeting to order at 12:02 PM.

II. INTRODUCTIONS

III. PUBLIC COMMENT

IV. CONSENT AGENDA
A. Approval of Agenda
B. Approval of Meeting Minutes (January 19, 2017)
C. Approval of Bills and Financial Statements
   Motion by Degler to approve the Consent Agenda. Second by Kriesel. Motion carried.

V. ACTION/DISCUSSION ITEMS
A. 2016 Annual Report
   Motion by Kriesel to authorize the submission of the 2016 MELSA Report to State Library
   Services in the Minnesota Department of Education. Second by Degler. Motion carried.

   B. Fund Balance Assignments
   After completing the 2016 audit fieldwork there were funds remaining that could be assigned. In
   addition to those assignments consistent with prior years, the following assignments were
   proposed by the Advisory Board at their March 10th meeting:
• Adding $150,000 to the $36,521 in unspent funds, originally assigned in 2014, for Cloud Library (E-book) content for the MELSA systems
• Committing $50,000 in funds for two years of the SELF-e and PressBooks self-publishing project
• Assigning a reserve of $150,000 for E-Resource purchases and renewals (in the event of significant increases and/or product changes)
• Continuing to set aside funding to help offset any decreases in Regional Library Basic System Support grant appropriations (to be re-evaluated after FY18 RLBSS funding is known)

Motion by Degler to authorize the recommended assignments. Second by Gamache. Motion carried.

C. Renewal of Agreement with Dakota County for Provision of Legal, Employee Relations and Employee Benefits Services
Behringer updated the Board on the status of the Joint Powers agreement with Dakota County for provision of legal, employee relations and benefit services. Rettman inquired about costs involved and was advised that there is no change in costs with the new joint powers agreement.

Motion by Kriesel to authorize the Executive Director to negotiate and conclude the renewal of a joint powers agreement for legal services, employee relations services, and employee benefits services with Dakota County pending approval as to form by legal counsel. Second by Weckman Brekke. Motion carried.

D. Revisions to the Draft of the MELSA Strategic Plan: 2017 - 2020
Behringer clarified to the Board that State Library Services is the intended audience of the MELSA Strategic Plan. The Strategic Plan has been updated with the latest suggestions.

Motion by Goettel to approve submission of the MELSA Strategic Plan: 2017 – 2020 to State Library Services. Second by Degler. Motion carried.

E. Review of State-funded Library Programs
Behringer explained the variations in the different library systems across the state and the sources of revenue.

F. Other

VI. REPORTS
A. Executive Director’s Report
Behringer reviewed the status into the investigation of the Lynda.com breach. Attorneys from HCL and DCL are assisting MELSA in the investigation.
B. 2016 Benefits to MELSA Member Libraries

C. Other Staff, Team and MELSA Group Updates

VII. ADJOURNMENT
The meeting was adjourned at 12:46 PM.