Metropolitan Library Service Agency
Advisory Board Meeting Minutes
Friday, December 8th, 2017
MELSA
9:00AM – 11:00AM

Members Present:
Anoka: Maggie Snow
Carver: Heidi Hoks
Dakota: Scott: Jake Grussing
Hennepin: Lois Thompson

Staff Present: Ken Behringer and Kate Brown

I. CALL TO ORDER
Chair Grussing called the meeting to order at 9:00AM.

II. CONSENT AGENDA
A. Approval of Agenda
B. Approval of Meeting Minutes (October 13, 2017).

Motion by Hoks to approve the Consent Agenda. Second by Ryskoski. Motion carried.

III. DISCUSSION/ACTION ITEMS
A. Consideration of Phase Funds Requests
Saint Paul will send Behringer an updated letter with correct amounts for their Phase purchases.

Motion by Ryskoski to recommend the MELSA Board of Trustees accept the following requests for Phase Funds:

- Anoka County Library $52,000
- Dakota County Library $160,000
- Hennepin County Library $122,202
- Saint Paul Public Library $115,039
- Ramsey County Library $156,000

Second by Hoks. Motion carried.

B. 2018 Advisory Board Leadership

Motion by Hoks to elect Keith Ryskoski as Chair and Maggie Snow for Vice-Chair in 2018.
Second by Snow. Motion carried.

C. 2018 Meeting Dates and Locations
Grussing will be the Advisory Board representative at the January MELSA Trustee Board meeting. The Directors agreed to the following Advisory Board meeting schedule. All meetings will be held on the second Friday of each month. The meeting dates are as follows with locations to be determined. Brown will email out the locations before the January Advisory Board meeting.
At the Trustee meeting on January 18th, the Trustee meeting dates for 2018 will be decided. After the meeting dates have been set, an Advisory Board representative will have to be chosen for the June Trustee meeting.

**Motion by Eastwood to approve the proposed 2018 MELSA Advisory Board meeting dates for 2018. Second by Snow. Motion carried.**

**D. Review of Legacy Fund Expenditure Policies**
Behringer reviewed the current Legacy Fund Contracting Policy and the dollar amount thresholds that require MELSA Board Trustee approval because the current policies were adopted before most the current MELSA Directors were on the board.

**E. Continuing Conversation on Equity, Diversity and Inclusion Discussions**
Members discussed related issues they were considering, if any, within their respective systems.

**IV. REPORTS**

**A. Executive Director and Staff Reports**
Behringer informed the Board that McKennan is working with Biblioboard and MLA to create a writing completion among Minnesota authors who submit their work to Self-E. The goal is to launch the competition by April 2018. Prize money will be awarded.

The Directors agreed to allow BookLens to share anonymized data with UC-Berkeley.

The Government Alliance on Race & Equality (GARE) Library cohort is publishing a paper and the Directors expressed an interest in inviting a speaker from that group to come and present their findings to a MELSA group of Directors and key staff.

A representative from Jobs and Small Busses will be at the February Advisory Board meeting as part of the ongoing budget discussion.

Grussing was thanked for his year of serving as Chair of the MELSA Advisory Board.

**V. ADJOURNMENT**

Motion to adjourn by Snow. Second by Hoks. Motion carried.

Meeting adjourned at 10:22 AM