Metropolitan Library Service Agency  
Advisory Board Meeting Minutes  
Friday, September 8th, 2017  
Webber Park Public Library  
9:00 am – 11:00 am

Members Present:

Anoka: Maggie Snow  
Carver: Heidi Hoks  
Dakota: Margaret Stone  
Hennepin: Lois Thompson  

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

Staff Present: Kate Brown and Ken Behringer

I. CALL TO ORDER  
Chair Grussing called the meeting to order at 9:09 AM.

II. CONSENT AGENDA  
A. Approval of Agenda  
B. Approval of Meeting Minutes (August 11, 2017).  
Motion by Hoks to approve the Consent Agenda. Second by Eastwood. Motion carried.

III. DISCUSSION/ACTION ITEMS  
A. Revisions to Phase Funds Eligible Uses Policy Document  
Behringer shared the final document that will go to the MELSA Trustees at their September board meeting.

B. Notice of Availability of Phase Funds  
During the discussion, Eastwood requested that the formula be revisited in the future and reconsidered through an equity lens. Thompson will invite the Hennepin County Library intern to come to a separate meeting and present her research. That meeting will take place outside of the monthly Advisory Board meetings.  
Motion by Thompson to endorse the formula and distribution of funds. Second by Stone. Motion carried.

C. RLBSS and related matters  
1. Niche Academy update  
Motion by Stone to proceed in the MELSA purchase of Niche Academy. Second by Snow. Ryskoski and Grussing requested that member libraries work together to maximize full use of the product. Motion carried.

2. Consideration of Pursuing a Group Contract with Bibliocommons  
After some discussion, it was determined that not enough of the library systems are likely to be pursuing contracts with Bibliocommons for MELSA to be involved. If the number of library systems interested in Bibliocommons increases, the topic will be revisited.
D. Next steps on Equity, Diversity and Inclusion Discussions
Since six of the eight Directors will be attending the Urban Libraries Council’s Annual Forum: Leading in a Democracy, the Directors have decided to continue their EDI discussion at a later meeting.

E. Status of the October Advisory Board meeting
The Directors discussed the possibility of re-scheduling the October Advisory Board meeting for the afternoon of Friday, October 13th. A final decision will be made after the Joint Trustee Advisory Board meeting on September 21st.

F. Other

IV. REPORTS
   A. Executive Director and Staff Reports
Behringer presented the Director’s report, noting that the Council of Regional Public Library System Administrators and Multi-County/Multi-Type Directors were planning to meet soon to discuss matters of interest to both types of systems.

V. ADJOURNMENT
   Motion to adjourn by Snow.
   Second by Stone.
   Motion carried.
   Meeting adjourned at 11:02AM