Board of Trustees Meeting Minutes

Thursday, January 26, 2012
MELSA Office, CLIC Conference Room 204
10:00 am - 12:00 p.m.

Trustee Members Present:

<table>
<thead>
<tr>
<th>Anoka:</th>
<th>Jim Kordiak</th>
<th>Ramsey:</th>
<th>Jan Parker</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carver:</td>
<td>Gayle Degler</td>
<td>St. Paul:</td>
<td>Russ Stark</td>
</tr>
<tr>
<td>Dakota:</td>
<td>Liz Workman</td>
<td>Scott:</td>
<td></td>
</tr>
<tr>
<td>Hennepin:</td>
<td>Jeff Johnson</td>
<td>Washington:</td>
<td>Autumn Lehrke</td>
</tr>
</tbody>
</table>

Staff Present: Chris Olson and Judy Todd

Others Present: Karen Schaffer from Dakota County Attorney’s Office and Marlene Moulton Janssen (ACL)

I. CALL TO ORDER
President Kordiak called the meeting to order at 10:00 am.

II. INTRODUCTIONS
Introductions were made by the group as the Trustees welcomed Commissioner Johnson and Councilmember Stark to their first MELSA Board meeting.

III. PUBLIC COMMENT

IV. CONSENT AGENDA
A. Approval of Agenda
B. Approval of Meeting Minutes (November 9, 2011)
C. Approval of Bills
   Motion by Degler to approve the Consent Agenda. Second by Lehrke. Motion carried.

V. CLOSED SESSION RESOLUTION
Discussion with Staff from Dakota County Attorney’s Office
Motion by Johnson to close the MELSA Board of Trustees Meeting in order to discuss with the Dakota County Attorney’s Office its legal duties, if any, pursuant to the agreement with the Foundation for the Exhibition of Photography. Second by Degler. Motion carried.
Session was re-opened.

VI. ACTION ITEMS

A. Oath of Office/Conflict of Interest Statement
Kordiak requested the Trustees fill out the Conflict of Interest and the Oath of Office. Both needed to be signed, dated and left with Todd after the meeting.

B. Election of Officers
Motion by Parker to approve the following slate of officers for CY2012:
President: Jim Kordiak (Anoka)
Vice-President: Gayle Degler (Carver)
Treasurer: Barbara Marschall (Scott)
Second by Stark. Motion carried.

C. Appointment of Committees
The Governing Board took a few minutes to decide which committee they would like to volunteer for.

<table>
<thead>
<tr>
<th>Finance</th>
<th>Personnel</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Marschall</td>
<td>1. Degler – Chair</td>
</tr>
<tr>
<td>2. Johnson</td>
<td>2. Lehrke</td>
</tr>
<tr>
<td>3. Parker</td>
<td>3. Workman</td>
</tr>
</tbody>
</table>

Motion by Parker to appoint the members, as indicated at the January meeting, to the Finance and Personnel committees for CY2012. Second by Stark. Motion carried.

D. Meeting Dates
The Governing Board reviewed the 2012 meeting schedule and made two changes to the Joint Trustee/Advisory Board meeting dates for March and November.

- **Friday, March 9** – Meeting from 12:00 pm to 2:00 pm, Advisory Board meeting to follow.
- **Friday, November 16** – Meeting from 10:00 am to 12:00 pm, Advisory Board meeting to follow.

Todd will follow up by confirming Governing and Advisory Board dates and times with an email to everyone.

E. Phase Distribution Requests
Motion by Degler to release Phase funds of $100,999 to Anoka County Library; $250,000 to Dakota County Library; $250,000 to Hennepin County Library; $28,850 to Saint Paul Public Library; $25,000 to Scott County Library and $62,500 to Washington County Library. Second by Stark. Motion carried.

F. Other
None.
VII. REPORTS
A. Executive Director’s Report
Olson noted the MLA handout which dealt with Minnesota Library Trustees and Advocates (MLTA) within the State. It highlighted what this professional organization has done throughout the year. MELSA has funds allocated to pay for Trustees to attend conferences. Those interested in attending should contact Olson.

MELSA subscribes to a service that provides downloadable e books, called One Click Digital. Olson explained MELSA started purchasing this product three years ago and, because of a number of buyouts, the vendor has created a new interface which hasn’t worked very well. MELSA and the e Resource Team have been complaining to the vendor. The StarTribune was alerted to the problem by an unhappy patron. Olson and several library staff have had phone interviews with a reporter and expect an article on the subject for the weekend paper. Olson added the vendor has extended MELSA’s contract for length of time the product hasn’t been operating correctly. If MELSA drops this product, there isn’t a competitive product to take its place at this time with a consortial price.

B. Other Staff, Team and MELSA Group Updates
1. Discovery Tool Evaluation Update
The Discover Tool (Aquabrowser) is the enhancement for the library’s online public access computers. Olson explained that MELSA is in its third years of providing this product for the member library systems. A facilitated discussion was held on December 16, 2011 with the Advisory Board and Tech Team where it was decided that a majority of systems are not interested in continuing a region-wide discovery tool project. There are other components of the product that the member libraries are interested in keeping and the Advisory Board asked the Tech Team to continue to research for products that would work and enhance their search and discover process. Olson anticipated a recommendation would come later in the year from the Advisory Board concerning this product. Moulton anssen added Aquabrowser worked very well for some systems, in particular Ramsey County Library. Some systems may want to maintain their subscription with Aquabrowser.

C. Other
None.

VIII. ADJOURN
The meeting was adjourned at 12:05 p.m.