Metropolitan Library Service Agency  
Trustee Board Meeting Minutes  
Thursday, January 19, 2017  
MELSA Office  
12:00 pm – 2:00 PM  
Members Present:

Anoka:  Mike Gamache  
Carver:  Gayle Degler  
Dakota:  Liz Workman  
Hennepin:  Casey Krolczyk  

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

Staff Present:  Kate Brown and Mona Scott  
Others Present:  Jake Grussing (SCL)  

I. CALL TO ORDER  
President Degler called the meeting to order at 12:05 pm.  

II. INTRODUCTION  
New Board members, Beth Burns representing Saint Paul Public Library and Barb Weckman Brekke representing Scott County Library were introduced. Casey Krolczyk, new Hennepin County Commissioner Debbie Gottel’s aide, was also introduced.  

III. PUBLIC COMMENT  
Former MELSA Trustee, Jill Joseph, was thanked for her time serving on the MELSA Board.  

IV. CONSENT AGENDA  
A. Approval of Agenda  
B. Approval of Meeting Minutes (November 17, 2016)  
C. Approval of Bills  
   Motion by Rettman to approve the Consent Agenda. Second by Workman. Burns and Weckman Brekke abstained. Motion carried.  

V. ANNUAL MEETING  
A. Oath of Office/Conflict of Interest Statement (Degler)  
   Degler requested the Trustees stand and recite the Oath of Office. Both the Conflict of Interest and Oath of Office statements were signed, dated and left with Brown at the end of the meeting.  

B. Election of Officers  
   Motion by Gamache to approve the following slate of officers for CY2017:  

   President:  Liz Workman (Dakota)  
   Vice-President:  Debbie Gottel (Hennepin)  
   Treasurer:  Gary Kriesel (Washington)  
   Second by Burns. Motion carried.
Motion by Weckman Brekke to approve the MELSA Board Officers; Workman, Gottel and Kriesel to be check signers for the organization in CY2017. Second by Rettman. Motion carried.

C. Appointment of Committees
The members of the Board of Trustees volunteered for the following committee appointments:

<table>
<thead>
<tr>
<th>Finance</th>
<th>Personnel</th>
<th>Nominating</th>
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<tbody>
<tr>
<td>1. Kriesel – Chair</td>
<td>1. Gottel – Chair</td>
<td>1. Workman</td>
</tr>
<tr>
<td>2. Degler</td>
<td>2. Gamache</td>
<td>2. Gottel</td>
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<td>4. Rettman</td>
<td>4. Workman – Ex officio</td>
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Motion by Workman to appoint the members, as indicated at the January meeting, to the Finance, Nominating and Personnel committees for CY2017. Second by Gamache. Motion carried.

D. Meeting Dates
The Board of Trustees reviewed the 2017 meeting schedule. Meetings are held every other month – the third Thursday of that month. The location for the Joint Trustee/Advisory Board meetings will be held at the MCIT Building and the Trustee meetings will be held at MELSA.

Motion by Kriesel to adopt the meeting dates as presented for CY2017. Second by Weckman Brekke. Motion carried.

VI. DISCUSSION/ACTION ITEMS
A. Phase Distribution Requests
The Phase Funds program supports the member libraries’ infrastructure for computer equipment and technology. Funds come from MELSA’s general budget through funds received from the State. Requests by the Advisory Board may be made twice a year in December and June with payouts in January and July after approval by the Trustees. Funds may be carried over. Phase distribution requests have been made by the Carver, Hennepin, Saint Paul, Scott and Washington County Libraries.

Motion by Rettman to release Phase funds of $15,000 to Carver County Library and $160,000 to Dakota County Library. Second by Gamache. Motion carried.

B. Consideration of Draft MELSA Strategic Plan: 2017 - 2020
Grussing presented the Draft MELSA Strategic Plan for 2017 – 2020. The MELSA Advisory Board has been working on the draft of the Strategic Plan for several months. The Trustees provided input to the Strategic Plan. Ken Behringer, MELSA Executive Director, will report back to the MELSA Advisory Board the changes suggested by the Board of Trustees.

VII. REPORTS
A. Executive Director’s Report
B. Other Staff, Team and MELSA Group Updates

VIII. ADJOURN
Motion to adjourn by Workman. Second by Kriesel. Motion carried
The meeting was adjourned at 12:58 pm.