

MELSA ADVISORY BOARD MINUTES

Friday, July 9, 2021

9:00-11:00 am

Virtual Meeting via Teams

Members present:

Anoka: Colleen Haubner

Ramsey: Karen Saltis

Carver: Heidi Hoks

Saint Paul: Catherine Penkert

Dakota: Margaret Stone

Scott: Jake Grussing

Hennepin: Chad Helton

Washington:

Staff Present: Sarah Hawkins, Kathleen James, Sally Lederer, Mona Scott and Scott Vrieze

I. **CALL TO ORDER**

Stone called the meeting to order at 9:05 am.

II. **INTRODUCTIONS and WELCOME**

III. **CONSENT AGENDA**

A. Approval of Agenda

B. Approval of Meeting Minutes (June 11, 2021)

Motion by Grussing to approve the Consent Agenda. Second by Hoks.

All in favor signified by saying/gesturing aye:

ACL – aye

CCL – aye

DCL – aye

HCL – aye

RCL – aye

SPL – aye

SCL – aye

WCL – (not present)

Motion carried.

IV. **DISCUSSION/ACTION ITEMS**

A. Cell-Ed Pilot Project

In October 2020, MELSA began a 12-month pilot period of Cell-Ed, purchasing 500 learner seats to allocate among the member libraries. Despite best efforts, usage has remained low, except at St. Paul Public Library. At their June meeting, the Jobs & Small Business Group voted 7:1 to recommend that the Cell-Ed pilot lapse at contract end on 10/14/2021 and the funds revert to JSB Choice Funds allocations. (JSB Choice Funds are local system reimbursement-based allocations in support of public programming for job seekers, career development, small business, and entrepreneurs. St. Paul Public Library may continue Cell-Ed at the local level using Choice Funds.

Penkert spoke about why the program worked well for them. Haubner asked what challenges other systems experienced. Hawkins said that when interested participants looked into what Cell-Ed offered, it wasn't what they expected or were looking for, so Cell-Ed didn't gain active participants despite promotion.

Haubner motioned that the Advisory Board recommend that the Cell-Ed pilot project lapse at the contract end on 10/14/2021 and for the funds budgeted for Cell-Ed to revert to JSB Choice Funds allocations. Grussing seconded.

Penkert asked about the process for SPL to continue, and Hawkins said it was an easy process to transfer the contract to them.

All in favor signified by saying/gesturing aye:

ACL – aye	CCL – aye	DCL – aye
HCL – aye	RCL – aye	SPL – aye
SCL – aye	WCL – (not present)	

Motion carried.

B. Request for reconsideration of Materials Procedure

Vrieze asked Hawkins, who facilitates the Collection Development Team, to walk through the flowchart that Team has developed for Requests for Reconsideration regarding shared titles in the shared OverDrive collection.

Haubner motioned that the Advisory Board adopt the procedure outlined in the flowchart in the case of a request for reconsideration of a shared title in the MELSA Twin Cities Metro eLibrary. Seconded by Hoks.

Penkert noted that she'd received very positive feedback from users about the single app approach. Haubner agreed, and the group thanked Hawkins and the Collection Development Team for their work on the shared collection and related policies.

All in favor signified by saying/gesturing aye:

ACL – aye
HCL – aye
SCL – aye
Motion carried.

CCL – aye
RCL – aye
WCL – not present

DCL – aye
SPL – aye

C. Digital Inclusion facet of SLS ARPA Funds application

At the June 17 Trustee meeting, a motion was approved to spend up to \$200,000 to conduct a community survey, including a public report, to work toward greater digital inclusion and accessibility across the metro area.

Since the June meeting, MELSA learned that the application for these funds isn't due until August 31, 2021 (rather than June 30). This extension gives the Advisory and Governing Boards the opportunity to refine the scope and parameters of this project to more fully deliver desired outcomes.

The trustees stressed that, to make this initiative most effective, we need to 1) further clarify the usefulness of a survey, 2) identify the resources already available to avoid duplication, and 3) identify potential partners outside of MELSA and the library systems both during and following the initiative.

This group discussed how to best proceed. Penkert requested the survey report from 2015, and Scott will provide both the aggregate results and the system-specific results to the group. Vrieze mentioned that he and Scott had suggestions for people from each system who might serve on a work group to work on this grant, and asked if Grussing and Penkert would agree to participate with this group, given their experience with similar efforts. Stone asked that this group receive clear guidelines of exactly what they were expected to do, and Haubner supported this group looking into all options (which may or may not include a survey). Grussing provided Scott County's survey results via a link, recapping why he felt it was beneficial, and indicated that he was willing to participate on the group.

Scott asked for clarification of the timeline and asked whether the work group needed to bring back its proposal for Advisory Board approval before moving ahead with the grant (due 8/31). Vrieze suggested this could be done via e-mail, given the date of the Advisory Board's next meeting.

Stone asked whether anyone had objections to proceeding with forming this work group to put together the grant proposal. Hearing none, Vrieze and Scott will contact prospective participants for this group and go from there.

D. Round Robin Discussion

Each director talked briefly about how reopening was going for their systems, and overall things are going very well, with several systems back to pre-pandemic hours, and some resuming in-person, in-library programming this fall. A couple of systems are offering outdoor in-person programs this summer.

V. A. Executive Director and MELSA staff updates

1. Vrieze recapped the legislative session, in which, unfortunately, the request for an increase in Regional Library Basic System Support (RLBSS) was not approved. So that funding remains the same. Hawkins, who is MLA Legislative Chair, recapped the other components of the broader MLA legislative platform.

2. Club Book Spring Season Report

A detailed document prepared by Library Strategies (which manages Club Book) was attached for review. The group didn't have any questions.

VI. Adjourn

Stone adjourned the meeting at 10:35 am.