

# **Metropolitan Library Service Agency Joint Trustee Board Meeting Minutes**

January 20, 2022  
Virtual Meeting via Zoom  
12:00 – 2:00 pm

## **Trustee Members Present:**

Anoka:	not present	Ramsey:	Mary Jo McGuire
Carver:	not present	Saint Paul:	Beth Burns
Dakota:	Laurie Halverson	Scott:	Barb Weckman Brekke
Hennepin:	Debbie Goettel	Washington:	not present

## **Advisory Board Members/Representatives Present:**

Anoka:	Ramsey:
Carver:	Saint Paul:
Dakota:	Scott:
Hennepin:	Washington: Amy Stenftenagel

## **Staff Present:**

Gina Goettl, Kathleen James, Sally Lederer, Mona Scott and Scott Vrieze

### **I. Call to order**

Chair McGuire called the meeting to order at 12:22pm.

### **II. Introductions and Public Comment**

No public comment.

### **III. Approval of Agenda**

Motion to approve the agenda by Burns. Second by Goettel.

All in favor signified by saying aye.

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

Motion carried.

### **IV. Consent Agenda**

- a) Approval of meeting minutes (December 16<sup>th</sup>, 2021)
- b) Approval of bills and financial statements

Motion to approve the meeting minutes and bills/financial statements by Weckman Brekke. Second by Burns.

All in favor signified by saying aye.

ACL – not present    HCL - aye                    SCL – aye  
CCL – not present    RCL - not present    WCL – not present  
DCL - aye                    SPL - aye  
Motion carried.

## V. Annual Meeting

a) Oath of office/conflict of interest statement

Oath of office was taken by present trustees: Burns, Halverson, Goettel, McGuire, and Weckman Brekke. Goettl will send the oath of office and conflict of interest statements to each trustee for electronic signature.

b) Election of officers

At the January Annual Meeting, the board selects a slate of officers for the current year, including the President, Vice President and Treasurer. In addition, the MELSA auditor requests the Board to designate the authorized check signers for the institution. In the past, the Executive Committee members (President, Vice President, and Treasurer) as well as the Executive Director have been so designated.

Motion to approve the following slate of officers for CY2022:

President: Barb Weckman Brekke

Vice President: Robyn West

Treasurer: Beth Burns

Motion by McGuire. Second by Goettel.

All in favor signified by saying aye.

ACL – not present    HCL - aye                    SCL – aye  
CCL – not present    RCL - not present    WCL – not present  
DCL - aye                    SPL - aye  
Motion carried.

Motion to approve the following individuals to be check signers for the organization in CY2022:

President: Barb Weckman Brekke

Vice President: Robyn West

Treasurer: Beth Burns

Motion by McGuire. Second by Halverson.

All in favor signified by saying aye.

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

Motion carried.

c)    Committee appointments

Based upon the by-laws for the organization, the following standing committee assignments for the calendar year are to be made by the MELSA Governing Board at the Annual Meeting in January: Finance, Personnel and Nominating. We will take time at this meeting to ask members to volunteer for the appointments.

Motion to approve to appoint the following members to these committees for calendar year 2022: Finance: Burns (chair), Weckman Brekke, and Goettel. Personnel: McGuire, West (chair), Weckman Brekke, and Halverson. Nominating: Weckman Brekke, West, and Burns. Motion by Goettel. Second by McGuire.

All in favor signified by saying aye.

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

Motion carried.

The following committee members were added after the meeting by Chair Weckman Brekke:

Finance – Johnson  
Personnel - Udermann

d)    Setting of meeting dates for 2022

Motion to approve dates but change regularly scheduled board meetings (starting in March) from 11:30am – 1:30pm by Halverson. Second by McGuire.

All in favor signified by saying aye.

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

Motion carried.

**VI. Discussion/Action Items**

a)    Consideration/approval of 2021 Pay Equity Report

Every three years, MELSA is required by statute to submit a Pay Equity report to the State of Minnesota. With information from Dakota County Employee Relations, MELSA has completed the distributed report for Board of Trustee consideration and approval. If approved at this meeting, submission of the report will occur prior to the January 31, 2022 deadline.

Motion to approve the distributed Pay Equity report for submission to the Minnesota Management and Budget Office of the State of Minnesota by Goettel. Second by Burns.

All in favor signified by saying aye.

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

Motion carried.

## **VII. Reports**

### Executive Director/Staff Reports

Vrieze described advocacy efforts, as outlined in his report distributed in the meeting packet. A team of metro area library directors met and agreed that they would like to push for designating a large amount for library infrastructure needs due to the substantial budget surplus.

Vrieze also described the push for an increase to RLBSS funding, which has not been increased since 2009.

Weckman Brekke requested an email report from Vrieze before the March meeting regarding advocacy efforts due to its time-sensitive nature.

## **VIII. Adjourn**

McGuire adjourned the meeting at 1:15pm.