

Metropolitan Library Service Agency Advisory Board Meeting Minutes

Friday, January 14, 2022
Virtual Meeting via Zoom
9:00-11:00am

Advisory Board Members/Representatives Present:

Anoka:	not present	Ramsey:	Pang Yang (delegate)
Carver:	not present	Saint Paul:	Catherine Penkert
Dakota:	Margaret Stone	Scott:	Jacob Grussing
Hennepin:	Chad Helton	Washington:	Amy Stenftenagel

Staff Present:

Gina Goettl, Sarah Hawkins, Kathleen James, Mona Scott and Scott Vrieze

I. Call to order

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

II. Introductions and Welcome

III. Consent Agenda

- a) Approval of Agenda
- b) Approval of Meeting Minutes (December 11th, 2021)

Motion to approve the agenda and meeting minutes by Grussing. Second by Stenftenagel.

All in favor signified by saying aye.

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

Motion carried.

IV. 2021 MELSA Advisory Board Annual Meeting

- a) Election of Chair & Vice-Chair

Motion to install Amy Stenftenagel as chair by Grussing. Second by Penkert.

Motion to install Jacob Grussing as vice-chair by Yang. Second by Stenftenagel.

Motions were combined into one vote. All in favor signified by saying aye.

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

Motion carried.

b) Review of Advisory Board By-Laws

By-laws were distributed in the meeting packet as a reminder to the advisory board. There may be some changes to by-laws as a result of upcoming strategic planning.

c) 2022 MELSA Meeting Schedule

Meeting schedule was distributed in the meeting packet. Trustees’ meetings will be approved next week at the trustee board meeting.

Motion to approve advisory board meeting dates by Grussing. Second by Penkert.

All in favor signified by saying aye.

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

Motion carried.

V. Discussion/Action Items

a) Digital Inclusion Survey RFIQ vendor selection

MELSA received responses to the digital inclusion community survey Request for Information and Qualifications released in October from three organizations: ISG, Wilder Research, and Polco/NRC. After further discussion and review, the majority of group members voted to select Wilder Research.

Penkert added her support for Wilder Research as St. Paul Public Library has worked extensively with Wilder and has been impressed with their work. Grussing also added his support to Wilder and attested to their presence and engagement on a recent project. Stone added her support as well, especially for the focus groups included in Wilder’s proposal.

Motion to accept the recommendation from the Survey group to select Wilder Research as the vendor to develop and execute the Digital Inclusion community survey project by Stone. Second by Grussing.

All in favor signified by saying aye.

ACL – not present HCL - aye SCL – aye

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

a) Legislative advocacy during upcoming session

Vrieze described progress on legislative advocacy. The group working on advocacy has decided to move forward with two goals: to obtain RLBSS increase (a \$2 million increase to the overall amount and a formula change) and to request bonding funds from state surplus funding for library construction and renovation projects. Advocacy efforts will also include a request of one-time-only funds for library building projects (infrastructure needs, outside of the bonding process). Penkert also described an additional goal of making use of the Coronavirus Capital Projects Fund. Broadband access across the state has often been discussed as a priority, but that proposal leaves no funds for digital connectivity projects and multi-use community centers. The libraries would like to see money assigned to digital connectivity and multi-use community centers as well.

b) 2022 MELSA strategy discussions

Two meetings are set: one hour of the February 11th advisory board meeting, and then the joint meeting on February 18th. Vrieze will be contacting each of the advisory board members individually to discuss finer points of the strategic plan.

c) Round table sharing

Omicron updates were shared by each of the board members. KN95 masks are being distributed to staff at many member libraries. Some libraries have had difficulty obtaining these masks or determining what kinds of masks should be provided. Staffing issues have continued and attendance for in-person programs have been low for certain member libraries. Some planned programs have shifted from in-person to virtual. Some member libraries have removed plexiglass barriers due to lack of scientific support for using these barriers and this has improved customer interactions.

Penkert left meeting at 10:00am.

VI. Reports

Executive Director and MELSA staff updates

Vrieze shared that he had a productive meeting with Tami Lee (the State Library Services director). Vrieze will continue to coordinate various interests regarding legislative advocacy. Today is Hawkins' last day at MELSA as she is moving on to Anoka County as Collection Development Manager.

VII. Adjourn

Stone adjourned the meeting at 10:24am.