

# **Metropolitan Library Service Agency Advisory Board Meeting Minutes**

Thursday, August 25, 2022

Virtual Meeting via Teams

10:30am – 12:30pm

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

Anoka:	Colleen Haubner	Ramsey:	Pang Yang
Carver:	Heidi Hoks, Jodi Edstrom	Saint Paul:	not present
Dakota:	Margaret Stone	Scott:	Jacob Grussing
Hennepin:	Johannah Genett, Amy McNally		
		Washington:	Tina Kaple

## **Staff Present:**

Abigail Dillon, Gina Goettl, Kathleen James, Mona Scott, and Scott Vrieze

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

Chair Genett called the meeting to order at 10:34am.

### **II. Introductions and Welcome**

### **III. Consent Agenda**

- a) Approval of Agenda
- b) Approval of Meeting Minutes (June 10<sup>th</sup>, 2022)

Motion to approve the agenda by Hoks. Second by Haubner.

All in favor signified by saying aye.

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

Motion carried.

Motion to approve the meeting minutes by Haubner. Second by Stone.

All in favor signified by saying aye.

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

Motion carried.

#### IV. Discussion/Action Items

a) MELSA Regional Kanopy Consideration – Report from Teams

Staff Kathleen James and Abigail Dillon met with their groups to explore Kanopy as a possibility. A team trial review summary was distributed to the advisory board. There are two different options, a capped pricing model and an alternative simultaneous use option. For capped pricing, patrons would have a limit on the number of videos they could watch. Kathleen James mentioned that the teams were concerned about where the funding would come from and if the funding could be sustained. SLS has said that Kanopy could be funded through Legacy dollars, but there are concerns that SLS may not continue to hold that opinion. SPPL was not supportive of moving forward with a Kanopy subscription because they feel it is not the right time for funding. Genett mentioned that HCL plans on having some kind of video streaming service in 2023 if MELSA does not fund the Kanopy subscription. This could create disappointment in non-HCL users. The alternative simultaneous use option is less expensive than the capped pricing model, so that could be more feasible. Many member libraries are spending less money on DVDs, and that money could be used for streaming instead.

Motion to recommend that MELSA fund Kanopy at \$305,000 by Gennet. There was no second, so HCL will pursue a Kanopy subscription on their own.

b) RLTA Funds – SLS Revision of procedures and priorities

This year State Library Services (SLS) has instituted a new structure, setting aside the Category 1-2-3 structure and replacing it “Priority 1” and “Priority 2”. Priority 1 is the same definition as the previous Category 1, matching the e-rate definition. Priority 2, however collapses categories 2 & 3 into a single bucket, and that TOTAL amount is distributed to the state’s library systems through a formula.

In short, this means that the MELSA region will receive a defined amount for Priority 2. It will carry over the previous assumption that an e-rate application for Category 2 funds is not required for funding. However, it provides an incentive within the region for libraries and library systems to apply for federal e-rate Category 2 funds.

Vrieze encouraged member libraries to apply for federal funds so that more money would be available for other technology uses in the metro area. Grussing asked for more background information about this change and what CRPLSA’s reaction was to this change. Vrieze explained that SLS was trying to provide an incentive to apply for federal funds instead. There was a mixed reaction in CRPLSA, but most directors were supportive. Broadband is a priority, and this will favor other regions in greater Minnesota. Vrieze will follow up with SLS to encourage further discussion on this topic.

c) Request for Phase Fund Distribution: Dakota County

A request for distribution of Phase funds have been received from Dakota County Library. With the recommendation of the Advisory Board, this request for funds will be presented to the MELSA Board of Trustees for approval at the September 12th, 2022 meeting.

Motion to accept Dakota County's request for Phase Fund distribution in the amount of \$90,869.25 by Grussing. Second by Hoks.

All in favor signified by saying aye.

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

Motion carried.

d) Consideration of FY2023 ACHF Application

The state legislature has awarded \$2.5 million annually in Arts & Cultural Heritage (ACHF or Legacy) funds to the regional public libraries for the FY2023/FY2024 biennium. MELSA's application for FY2023 funds is due to State Library Services (SLS) by August 5<sup>th</sup>. MELSA would appreciate a review by the Advisory Board of the FY2023 preliminary budget for Legacy funds. While we have submitted a preliminary version of the application to SLS to meet the deadline (with SLS permission), the full application must ultimately be approved by electronic vote by the MELSA Board of Trustees prior to submission.

State Library Services has estimated that MELSA will receive \$ 974,703.35 in Legacy funds for FY2023. This number will likely be revised modestly when the Minnesota Department of Education recalculates the fund distribution with updated population data from the State Demographic Center.

Dillon provided an update, as the actual numbers were sent out by the Department of Education yesterday. MELSA will receive \$975,595.57.

Motion to approve the FY2023 ACHF application with an amendment to remove Read & Ride Day by the MELSA Board of Trustees for submission to State Library Services by Genett. Second by Grussing.

Stone mentioned that there is value in having Read & Ride Day at the State Fair, and she was not quite ready to give up on the idea. Kathleen James explained that Read & Ride Day does not exist this year, it is now just Library Day at the Fair. It sounded like the State Fair was not interested in continuing Read & Ride Day. Yang mentioned that their lower-income patrons do not find much value with Read & Ride Day, as there are many

other attendee expenses involved with the fair beyond the entrance fee. Stone removed her opposition to excluding Read & Ride Day from the application. Dillon clarified that the application could be changed from “Read & Ride Day” to “Regional Event TBD” to retain those funds.

Roll call vote:

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

Motion carried.

Motion to approve the FY2023 ACHF application with an amendment to remove Read & Ride Day and replace it with another regional by Hoks. Second by Stone. Stone mentioned that this could be rolled in with Teen LitCon. Grussing asked if the commissioners might question why these funds could not be distributed to each member library. MELSA finds the impact to be greater when used as regionally instead, especially since these funds are Legacy funds and each member library has adequate Legacy funds. Vrieze will follow up with a discussion with Abigail Dillon and Kathleen James to talk about other ways to use this money.

Roll call vote:

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

Motion carried.

e) Distribution of Formula Funds to Library Systems

Funding formula allocations were distributed to the advisory board and show the allocations that will be distributed to member libraries after the September 12<sup>th</sup> joint board meeting. These are based on 2021 numbers and allocated under the following formula:

35%	Population share
35%	Base share – equal for each system
15%	Crossover Circulation share based upon system reports
15%	ILL lending share as reported by Minitex/MnLINK

Grussing would like to look at the existing formula and issues of equity to see if changes should be made. The current formula does not seem to be aligned with our priorities and Grussing would like to discuss this in the future.

Motion to recommend the above formula allocations by Grussing. Second by Haubner. Genett is interested in hearing about other factors that could be considered in a future

discussion. Stone and Vang voiced their agreement. Genett would like to add this as an agenda item for the next meeting.

All in favor signified by saying aye.

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

Motion carried.

## V. Reports

### a) Executive Director/Staff Reports

#### 1. MELSA office space

MELSA will be staying in its current space, but with a smaller footprint. This will capture some of the savings we were looking for. Metronet will not be joining MELSA in the new space.

#### 2. CRPLSA Strategic Direction Retreat report

A meeting took place in July to discuss strategic directions.

##### a. Advocacy strategies

A main focus will be advocacy strategies to figure out ways to be more effective. They will also try to strengthen their relationship with the Department of Education and the Governor's Office.

##### b. Communication/collaboration with metro area directors

Many of the regional directors expressed an interest in having a joint meeting so the regional directors could get to know the metro area directors, and this could help with advocacy efforts.

Motion to adjourn the meeting at 12:25 by Haubner. Second by Stone.