

Metropolitan Library Service Agency Joint Trustee Board Meeting Minutes

Thursday, May 18, 2023

Minnesota Counties Intergovernmental Trust, 100 Empire Dr, Room 220, St Paul

11:30am-1:30pm

Trustee Members Present:

Anoka:	Julie Jeppson	Ramsey:	not present
Carver:	Matt Udermann	Saint Paul:	not present
Dakota:	Laurie Halverson	Scott:	Barb Weckman Brekke
Hennepin:	not present	Washington:	Karla Bigham

Advisory Board Members/Representatives Present:

Anoka:	not present	Ramsey:	Pang Yang
Carver:	Jodi Edstrom	Saint Paul:	Maureen Hartman (virtual)
Dakota:	Margaret Stone	Scott:	Jake Grussing
Hennepin:	Johannah Genett, Amy McNally		
Washington:	Jacquie Kramer		

Staff Present: Abigail Dillon, Gina Goettl, Kathleen James, Mona Scott, and Scott Vrieze

I. Call to order

Chair Udermann called the meeting to order at 11:30am.

II. Public Comment

III. Announcements: New Library Directors

Jodi Edstrom has accepted the position of Carver County Library Director. Maureen Hartman has accepted the position of St Paul Public Library Director.

IV. Approval of Agenda

Motion to approve the agenda by Halverson. Second by Jeppson.

All in favor signified by saying aye.

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

Motion carried.

V. Consent Agenda

- a) Approval of meeting minutes (March 15th, 2023)
- b) Approval of bills and financial statements

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

All in favor signified by saying aye.

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

Motion carried.

VI. Discussion/Action Items

- a) Approval of Request for Phase Funds Distribution (Anoka, Dakota, Hennepin, Ramsey)

Requests for distributions of Phase funds have been received from the Anoka, Dakota, Hennepin, and Ramsey County Library systems. At the May 12th meeting, the MELSA Advisory Board voted to recommend approval of these requests for distribution of Phase Funds. The letters from each of the entities describing the items to be purchased with these funds were distributed in the meeting packet.

Motion to accept the following requests for Phase funds for Anoka, Dakota, Hennepin and Ramsey Counties:

Anoka County Library \$11,400.14
 Dakota County Library \$55,175
 Hennepin County Library \$30,000
 Ramsey County Library \$25,000

Motion by Udermann. Second by Bigham.

All in favor signified by saying aye.

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

Motion carried.

Hartman entered the meeting at 12:01pm.

b) 2022 MELSA Audit Presentation – Bill Lauer, MMKR

Mr. Lauer discussed the preliminary draft of this audit with Finance Committee Chair Beth Burns, MELSA Board President Matt Udermann, Commissioner Karla Bigham, and Commissioner Debbie Goettel on Wednesday, May 3rd. By consensus, the Finance committee recommended the 2022 audit report for approval by the MELSA Board of Trustees. Electronic copies of the audit documents were distributed in the meeting packet.

No items of non-compliance to report; the audit was very clean overall. A couple of recommendations were made: deposit sweep accounts, and greater scrutiny on credit card usage (members of the Finance Committee will review credit card charge details).

Motion to accept the 2022 MELSA audit and authorize submission to the State Library Services Agency of the Minnesota Department of Education and the Office of the State Auditor. Motion by Jeppson. Second by Bigham.

All in favor signified by saying aye.

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

Motion carried.

c) Legislative/Advocacy Update

The library legislation has been approved by both the House and Senate and will be going to the Governor’s desk for approval. This includes an additional \$4 million for library systems (including an inflation adjustment factor). About \$1.2 million will come to MELSA. The legislative session ends next Monday. This will be discussed at the next meeting, with Vrieze bringing suggestions based on feedback from library directors and Governing Board members.

VII. Reports

a) Executive Director/Staff Reports

A written report was distributed in the meeting packet.

b) Upcoming items

Vrieze has been working with Angie Robinson, a consultant, related to leadership and team building. That work will conclude in June, and the next item they would like to address is a personnel plan or staffing plan. Udermann would like to get dates on the calendar for the Personnel Committee for the rest of the year. Finance Committee

meetings have already been scheduled.

Halverson attended the Minnesota Book Awards and found it to be an inspiring event. She also wanted to acknowledge that free access to information is at risk, and asked the library directors what they need to make sure this access to information remains available. Bigham suggested looking at other parts of the country to see how they are dealing with this issue. Weckman Brekke shared that New Prague is the newest library in Scott County to offer extended access.

Motion to adjourn the meeting at 12:45pm by Udermann. Second by Jeppson.

All in favor signified by saying aye.

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

Motion carried.