Metropolitan Library Service Agency Trustee Board Meeting Minutes

Thursday, January 18, 2024 Maplewood Library 11:30am-1:30pm

Trustee Members Present:

Anoka:	Julie Jeppson	Ramsey: Victoria Reinhardt
Carver:	Matt Udermann	Saint Paul: not present
Dakota:	Laurie Halverson	Scott: Barb Weckman Brekke (alternate)
Hennepin:	Debbie Goettel	Washington: Karla Bigham

Staff Present: Abigail Dillon (virtual), Kathleen James, Mona Scott, and Scott Vrieze

I. Call to order

Chair Udermann called the meeting to order at 11:35am.

II. Introductions and Public Comment

III. Approval of Agenda

Motion to approve the agenda by Bigham. Second by Udermann. 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. Consent Agenda

a) Approval of meeting minutes (December 14, 2023)

Weckman Brekke added a friendly amendment that we will not be talking about the formula distribution at this meeting; that will happen at the March meeting.

Motion to approve the meeting minutes by Goettel. Second by Jeppson. 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.

b) Approval of December disbursements

Motion to approve December disbursements by Weckman Brekke. Second by Goettel.

Friendly amendment by Weckman Brekke to discuss the use of funds for paid advertising. The March agenda will include a communications presentation that will include advertising data and the purpose of advertising. It was also suggested that advertising be added as a discussion topic to the March agenda.

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. Annual Meeting

a) Oath of office/conflict of interest statement

The oath of office was taken verbally and signed on paper. The trustees also filled out a conflict of interest statement.

b) Election of officers and approval of check signers

The MELSA Board of Trustees approves the following slate of officers for 2024:

President: Matt Udermann Vice President: Laurie Halverson Treasurer: Beth Burns

Motion by Bigham. Second by Reinhardt.All in favor signified by saying aye.ACL - ayeHCL - ayeSCL - ayeRCL - ayeCCL - ayeRCL - ayeDCL - ayeSPL - not presentMotion carried.

The MELSA Board of Trustees approves the following individuals to be check signers for the organization in 2024:

President: Matt Udermann Vice President: Laurie Halverson Treasurer: Beth Burns

Motion by Jeppson. Second by Weckman Brekke.All in favor signified by saying aye.ACL - ayeHCL - ayeCCL - ayeRCL - ayeDCL - ayeSPL - ayeWCL - ayeSPL - not presentMotion carried.

c) Committee appointments

The MELSA Board of Trustees approves the following individuals to be members of the Finance Committee:

Beth Burns Karla Bigham Debbie Goettel Matt Udermann Jody Brennan

Motion by Bigham. Second by Goettel.

All in favor signifie	d by saying aye.	
ACL - aye	HCL - aye	SCL – aye
CCL - aye	RCL - aye	WCL – aye
DCL - aye	SPL - not present	
Motion carried.		

The MELSA Board of Trustees approves the following individuals to be members of the Personnel Committee:

Laurie Halverson Julie Jeppson Victoria Reinhardt Matt Udermann

Motion by Udermann. Second by Jeppson.

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.

VI. Reports

Executive Director/Staff Reports

Some progress has been made with the library app, but the information is not public at this time. We received 6 responses for the library app RFI and the tech team is reviewing these responses.

There have been several threatening phone calls to libraries recently. The phone calls have been coming from a variety of different sources from IP addresses/VPNs, so these are hard to trace. There have not been any further calls since last week.

VII. Discussion/Action Items

a) Personnel committee discussion; closed session to discuss personnel matters and executive director search process

Motion to move to closed session by Halverson. Second by Jeppson.

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 adjourn the meeting at 1:32pm by Goettel. Second by Bingham. 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.		