

Metropolitan Library Service Agency Advisory Board Meeting Minutes

Friday, February 9, 2024
Virtual Meeting via Teams
10:00am – 12:00 pm

Advisory Board Members/Representatives Present:

Anoka:	Colleen Haubner	Ramsey:	Pang Yang
Carver:	Jodi Edstrom	Saint Paul:	Maureen Hartman
Dakota:	Margaret Stone	Scott:	Jen Schultz
Hennepin:	Scott Duimstra	Washington:	Jacque Kramer

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

I. Call to order

Chair Haubner called the meeting to order at 10:04am.

II. Introductions and Welcome

III. Consent Agenda

- a) Approval of Agenda
- b) Approval of meeting minutes (December 8th, 2023)

Motion to approve the agenda and meeting minutes by Duimstra. Second by Hartman.

Roll call vote:

ACL - aye	HCL - aye	SCL – aye
CCL - aye	RCL - aye	WCL – aye
DCL - aye	SPL - aye	

Motion carried.

IV. Discussion/Action Items

- a) Consideration of parameters for MELSA Regional Equity Fund

In November 2023, the Advisory Board approved a recommendation for changes to the MELSA distribution formula. We proposed dividing the formula into two parts: library operations and DEI/equity. For the equity piece, the Advisory Board recommended \$250,000 at 50% base/50% poverty. We indicated that a working group would develop the criteria for qualifying projects, services, and programs to

be funded through the equity allocation. A draft from this group was distributed in the meeting packet. A proposal would be submitted to the MELSA Executive Director, and funds could be requested around the goal of identifying and removing barriers to library services informed through connections with communities who have experience historical marginalization.

Motion to approve this proposal and present it to the Board of Trustees by Stone.
Second by Yang.

Roll call vote:

ACL - aye HCL - aye SCL – aye
CCL - aye RCL - aye WCL – aye
DCL - aye SPL - aye

Motion carried.

b) Naloxone (Narcan) distribution sites

DCL will be doing a pilot to be a Narcan distribution site. WCL will also be doing a pilot but is not as far along as DCL. This may also include distribution of fentanyl strips. HCL has had an issue with drug use in bathrooms and outside the library on the sidewalks or on the grounds, so they have provided sharps containers to dispose of needles. RCL has had a similar experience with drug use. SPL has had more of an issue with smoking in the bathrooms. They are considering installing vapor detectors.

c) Mobile app update

For the current app: MELSA continues to request a weekly update from Solus and SirsiDynix. Information received from Solus in mid-January indicated a possible agreement with SirsiDynix to resume operation of the current version of the BLUEcloud mobile app. On January 19, SirsiDynix said they are “in communication with Solus and expect to announce a resolution shortly” but there have been no details or a timeline released since. On January 26, the chief product officer at SirsiDynix said a meeting was planned with her counterpart at Solus to discuss any remaining issues with their agreement.

For the RFI and evaluation process: MELSA received six responses to the RFI. A subcommittee of the Tech Team met for a brief discussion on January 16 to discuss the responses before they were shared with all eight systems. Demos have been scheduled with the vendors for February 7-9. A recommendation from the Tech Team may be possible for the March 8th Advisory Board meeting.

d) Preliminary discussion of Advisory Board priorities for collaborative spending assignments of the 2023 fund balance

In preparation for a March 11 meeting of the Finance Committee of the Board of Trustees, we would like to hear Advisory Board feedback on two potential assignments of the 2023 fund balance. While final numbers will not be available until the end of February after completion of the audit fieldwork, we believe there may be funds available for these two placeholders:

Shared e-collection

If increasing the regionwide contributions to the OverDrive collection remains a priority in 2024, we could assign funds to purchase additional content. A potential amount available for this assignment will be discussed at the February 9 meeting.

Collaborative spending

During the development of the 2022-2025 strategic plan, a placeholder assignment of the fund balance was made for resources or services to be identified that may benefit from the collaborative impact and cost savings of a region-wide purchase, possibly requiring a multi-year commitment of funds. In 2023, the concept of an Innovation Fund or Expanded Services Fund was also introduced as a possible use of the fund balance. The increase in RLBS funding may allow us to increase this placeholder (pending Board of Trustees discussion of several other assignments). We would like to have a discussion on potential plans for these funds that provide the greatest value to our member library systems. One possibility for use of the fund balance is exploration of a collaborative purchase that could benefit all systems, since as Bibliocommons. Three of the MELSA systems already use BC and may be able to reduce their costs. Other systems have expressed interest in BC in recent years but would need additional support from MELSA. MELSA funding may be enough to supplement, not necessarily replace, existing funds in library budgets for a discovery layer/catalog. There are some challenges related to timing with systems' current vendor contracts, for example, DCL is in a current contract that ends in 2027. Most of the libraries who do not have Bibliocommons are interested in exploring this possibility and learning more details.

e) Library Legislative Day (February 26th) planning and MLA priorities

SPL has several staff members participating and will be aligning with MLA priorities and supporting a library construction grant and bonding bill. Hayden Heights is one of the libraries at SPL that needs to be renovated. ACL has some accessibility asks that they would like the lobbyist to know about. Further renovations include WCL Park Grove Library and CCL Chaska Library.

f) Round table sharing

CCL: The Chaska Library celebrated its 101st Anniversary and they had an excellent turnout. WCL just finished their strategic plan. In SCL, Belle Plaine will soon be available for extended access, and Savage will be happening in June. At

DCL, Kaposia (South St Paul) is opening on February 20th. They are starting their strategic plan, and this will include a systemwide needs assessment of their facilities. They now have 4 locations with self-service hours. SPPL had their first library board meeting last week with the new all-female city council. RCL has been making some significant policy updates; Yang is looking for any systems that have an art policy that they could share with her. The library director position has been posted and is open through the end of February. ACL has started to use a new patron engagement platform. They now offer an online card application. Sarah Hawkins is the new assistant director of centralized services.

V. Reports

Executive Director/Staff Reports

MELSA is looking to jointly operate a statewide program with Minnesota's Arts and Cultural Heritage Funds (Legacy) with eight other regional library systems. This program is called "Testify: A Virtual Conversation", a tie-in to the Testify Exhibit. The program will be held on April 30, 2024, at 7pm. MELSA's contribution to this program would be \$500 from the Legacy budget, along with any minor marketing costs for the program (not to exceed \$1,000). The board was supportive of this initiative.

Haubner adjourned the meeting at 11:55am.