METROPOLITAN LIBRARY SERVICE AGENCY

Board of Trustees Meeting Minutes

Thursday, January 17, 2013
MELSA Office
12:00 pm - 2:00 p.m.

Trustee Members Present:

<table>
<thead>
<tr>
<th>Anoka:</th>
<th>Julie Braastad</th>
<th>Ramsey:</th>
<th>Janice Rettman</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carver:</td>
<td>Gayle Degler</td>
<td>St. Paul:</td>
<td>Russ Stark</td>
</tr>
<tr>
<td>Dakota:</td>
<td>Liz Workman</td>
<td>Scott:</td>
<td>Barbara Marschall</td>
</tr>
<tr>
<td>Hennepin:</td>
<td>Jeff Johnson</td>
<td>Washington:</td>
<td></td>
</tr>
</tbody>
</table>

Staff Present:       Chris Olson, Mona Scott and Judy Todd

Others Present:

I. CALL TO ORDER
President Degler called the meeting to order at 12:00 pm.

II. INTRODUCTIONS
Introductions were made by the group as the Trustees welcomed Commissioners Julie Braastad and Janice Rettman to their first MELSA Board meeting.

III. PUBLIC COMMENT

IV. CONSENT AGENDA
A. Approval of Agenda
B. Approval of Meeting Minutes (November 16, 2012)
C. Approval of Bills
D. Approval of Pay Equity Report
  Motion by Workman to approve the Consent Agenda. Second by Stark. Motion carried.

V. ANNUAL MEETING
A. Oath of Office/Conflict of Interest Statement
  Olson requested the Trustees fill out the Conflict of Interest and the Oath of Office. Both needed to be signed, dated and left with Todd after the meeting.
B. Election of Officers
Motion by Johnson to approve the following slate of officers for CY2013:
President: Gayle Degler (Carver)
Vice-President: Liz Workman (Dakota)
Treasurer: Russ Stark (City of Saint Paul)
Second by Braastad. Motion carried.

C. Appointment of Committees
The Governing Board took a few minutes to decide which committee they would like to volunteer for.

<table>
<thead>
<tr>
<th>Finance</th>
<th>Personnel</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Stark – Chair</td>
<td>1. Workman – Chair</td>
</tr>
<tr>
<td>2. Johnson</td>
<td>2. Rettman</td>
</tr>
<tr>
<td>5. Degler – Ex officio</td>
<td></td>
</tr>
</tbody>
</table>

Motion by Marschall to appoint the members, as indicated at the January meeting, to the Finance and Personnel committees for CY2013. Second by Johnson. Motion carried.

The MELSA auditor requested the Board designate the authorized check signers for 2013. Olson explained a board policy requires checks over $5,000 ask for two signatures.

Motion by Johnson to approve the following individuals to be check signers for the organization in CY2013: Gayle Degler, Liz Workman, Russ Stark and Chris Olson. Second by Workman. Motion carried.

D. Meeting Dates
The Governing Board reviewed the 2013 meeting schedule. The location for the Joint Trustee/Advisory Board meetings will be confirmed at a later date.

Motion by Johnson to adopt the meeting dates as presented for CY2013. Second by Stark. Motion carried.

VI. DISCUSSION / ACTION ITEMS
A. Cash-to-Accrual 2012 Budget Amendments
B. Phase Distribution Requests
C. Proposal for Purchase: Zinio
D. Request for Endorsement: Common Funds
E. Legacy Fund Contracting / Monitoring Policy
F. Other
None.

VII. REPORTS
A. Executive Director’s Report
1. FY2013 Legacy Fund Payments from MDE

B. Other Staff, Team and MELSA Group Updates
   None.

C. Other
   None.

VIII. ADJOURN
The meeting was adjourned at 1:55 p.m.