Metropolitan Library Service Agency

Advisory Board Meeting Minutes
Thursday, May 16, 2013
Merriam Park Library
2:00 pm – 3:30 pm
Members Present:

<table>
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<tr>
<th>Anoka:</th>
<th>Ramsey:</th>
<th>Susan Nemitz</th>
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<tr>
<td>Carver:</td>
<td>Nick Dimassis</td>
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<td>Saint Paul:</td>
<td>Kit Hadley</td>
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<td>Dakota:</td>
<td>Ken Behringer</td>
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<td>Scott:</td>
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<td>Hennepin:</td>
<td>Lois Thompson</td>
<td>Washington:</td>
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<td>Pat Conley</td>
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Staff Present: Chris Olson, Melinda Ludwiczak and Judy Todd

Others Present: Chad Lubbers (WCL) and Carrie Watts (RCL)

I. CALL TO ORDER
Chair Dimassis called the meeting to order at 1:35 pm.

II. CONSENT AGENDA
A. Approval of Agenda
B. Approval of Meeting Minutes (March 21, 2013)
   Motion by Thompson to approve the Consent Agenda. Second by Hadley. Motion carried.

III. DISCUSSION
A. Jobs and Small Business Task Force Update
   i. Presentation by Task Force Chair, Chad Lubbers (Washington County)
      Lubbers, Chair for the Jobs and Small Business Task Force, reported the Task Force felt they had met most of the primary goals outlined for them. After offering many strong statistics from programs offered, Lubbers asked the Advisory Board to decide whether the Task Force should continue or disband. Ludwiczak shared the older workers are the population that needs more assistance at this time and felt MELSA may want to consider. Hadley added MELSA should be playing a leadership role in the digital inclusion should

ii. Smart Investing Grant Discussion (Olson)
   Olson sat in on the initial telephone conference call that offered initial background information. He concluded MELSA does not have a program at this time that would work with the Smart Investing Grant program. He felt it has potential and would be something to think of for future program
efforts.

B. RLTA Distribution (Olson)
In the past MELSA has taken actual T-1 costs and used a prorated formula to reimburse the MELSA Library Systems. In the future the State is going to reimburse each regional library system their actual costs to handle telecommunication needs. Two ways to prepare for this change:
1. Beginning with FY13, equipment costs will be included in the application. What is the process for reimbursement – receipts submitted to MELSA?
2. Currently, MELSA reimburses the Member Library Systems with quarterly payments for T-1 equivalents. Previously, payments were based upon MELSA’s application from the previous year. The final payment would be a make-up payment, not always to the positive. MELSA could now move towards a plan to distribute funds in a different manner which the Advisory Board agreed with.

Olson will forward a list of what is acceptable equipment for reimbursement to the Advisory Board. MELSA should have the RLTA reimbursement checks in the mail by the end of May.

C. 3M E-Book Project: Structure and Content Purchasing (Subgroup Members)

D. Other

IV. OTHER REPORTS
A. Other Staff, Team and MELSA Group Updates

IV. ADJOURN
The meeting was adjourned at 2:45 pm.