Members Present:

Anoka:  Maggie Snow  Ramsey:  Susan Nemitz
Carver:   Heidi Hoks  Saint Paul:  Jane Eastwood
Dakota:  Margaret Stone  Scott:  Jake Grussing
Hennepin:  Maureen Hartman  Washington:  Keith Ryskoski

Staff Present:  Ken Behringer, Kate Brown, Melinda Ludwiczak, and Mona Scott.

I. CALL TO ORDER
Chair Nemitz called the meeting to order at 1:41 PM.

II. CONSENT AGENDA
A. Approval of Agenda
B. Approval of Meeting Minutes (February 16, 2016)
   Motion by Snow to approve the Consent Agenda. Second by Stone. Motion carried.

III. DISCUSSION/ACTION ITEMS
A. Review Team/Task Force charge/activities
   Ludwiczak walked through activities and structures for each of the MELSA groups that she facilitates:
   o Legacy Amendment Task Force
      The group meets on an as needed basis. Group is mostly an advisory group and communicates very well via email. The membership list needs to be updated by member libraries
   o E-Government Task Force
      Ludwiczak anticipates changes to the charge or status of this task force. Changes depend on the results of the LSTA survey.
   o Jobs and Small Business Interest Group
      Members share what each system is doing in the area of helping people find jobs and grow their business. There is a sub group called Tech Training group that reviews the classes that are offered to patrons.
   o Adult Programming Interest Group
      This group covers a broad area of topics and meets 4 times a year and works on Winter Reads program.

   Ludwiczak advocated for an additional group for Maker Space. Several requests from Advisory Board members came out of this presentation and subsequent discussion:
   - A request was made to put the Summer Reading program on next month’s Advisory Board agenda.
• Behringer was asked to explore adding a group calendar meeting schedule on the website and create a table of groups reviewed at the Advisory Board Meetings and which ones still need to be reviewed.
• MELSA staff will investigate creating online forums/blogs for interested Interest Groups.

B. MELSA Strategic Plan – Internal Tactics Planning Document – update
Behringer presented the Strategic Plan – Internal Tactics document with accomplishments filled in. Behringer was asked to present an analysis of the areas of the strategic plan that needs more work and attention before the end of next year at the April Advisory Board meeting. The next strategic planning process should begin in late fall or early winter of 2016. A suggestion was made to add discussions on environmental or strategic matters affecting libraries (both regionally and nationally) to the agenda of each Advisory Board meeting.

C. Update on LSTA Survey Project Status
Behringer presented a timeline for the survey to be mailed out. Behringer will email the final version of the survey with important dates to all of the directors.

IV. OTHER REPORTS
A. Executive Director’s Report
Behringer had no follow up to the submitted Director’s Report.
• Eastwood reported the grand opening of the George Latimer Central Library was a success and the workforce center has been put to great use by all ages. A request was made to hold a future MELSA Advisory Board meeting at the Central Library.
• Ryskoski discussed Washington County Library’s submitted final Strategic Plan.
• Nemitz reported on a ConnectEd presentation she and Lois Thompson made to school superintendents in the state.
• Hennepin County Library reframed their Strategic Plan.
• Scott County is participating in a cross sector project where different governmental systems work together with non-profits to solve problems.
• ACL is migrating to a new website effective May 2nd 2016.
• CCL is also migrating to a new website by July 1st, 2016.
• DCL is reorganizing library administration and staff later this year.

B. Other staff, Team and MELSA Group Updates

V. ADJOURNMENT
Motion to adjourn by Snow.
Second by Eastwood.
Motion carried.
The meeting was adjourned at 2:55 PM.