

## **Metronet Governing Board Meeting · Tuesday, January 19, 2016 · 3:00 p.m. · Suite 320**

Present: Jean Doolittle, Lisa Gearman, Donna Nix, Paul Ryberg, Tom Shaughnessy, Maggie Snow, Diane Wallace-Reid

Staff: Olivia Moris, Ann Walker Smalley, Deanna Sylte

### **I. Call to order**

The meeting was called to order at 3:01 p.m.

### **II. Approval of agenda**

Discussion of Teen Lit Con and maker fairs added to the agenda

*Paul Ryberg moved to approve the agenda as amended; Maggie Snow seconded; approved unanimously.*

### **III. Minutes of 11/17/15 meeting**

*Tom Shaughnessy moved to approve the 11/17/15 minutes as written; Paul Ryberg seconded; approved unanimously.*

### **IV. Approval of November and December 2015 Bills**

The Board reviewed the checks written from November and December.

*Maggie Snow moved to approve the November and December 2015 checks written; Jean Doolittle seconded; approved unanimously.*

### **V. Financial Statements – November and December 2015**

Informational only.

### **VI. Old Business/Updates**

#### **A. MILI**

MILI continues with Saint Paul Public Schools teachers and media specialists, as well as a second group for paraprofessionals. The announcement seeking participants for 2016-17 was included in the MetroBriefs newsletter. Ann Walker Smalley noted that with enough participants MILI could be offered for mixed districts, charter schools, etc. or could be offered for CEUs to participants from different locations. Metronet is willing to discuss the possibilities with interested parties.

#### **B. Reserve Funds**

This item was postponed from the November 2015 meeting in order to get a recommendation from the auditor. Marc Colin recommended that Metronet move \$50,000 from restricted to unrestricted funds in order to free up resources to cover operating costs as necessary.

*Paul Ryberg moved to designate \$50,000 of restricted funds as unrestricted as noted above; Tom Shaughnessy seconded; approved unanimously.*

#### **C. Board Recruitment**

Diane Wallace-Reid has joined the board as a citizen representative. We are still in need of one more citizen.

#### **D. ELM Expo**

Ann Walker Smalley shared the evaluations from the November ELM Expo, noting that they were very positive. She noted that the multitype directors would be meeting later in the week and would discuss the possibility of offering more Expos throughout the state through collaborations between adjoining regions.

#### **E. Teen Lit Con**

Teen Lit Con will be held on May 7 at Sibley HS. Metronet is managing the bus scholarship applications. Ann noted that there are five applications so far and that there are ten available through MELSA and that Metronet could offer

funds for additional scholarships as needed. The scholarships were offered earlier this year to allow recipients to promote Teen Lit Con in their schools to encourage teens to attend. Each scholarship is for up to \$350 and the deadline to apply is in mid-February.

#### D. Maker Fairs

Paul Ryberg is on the planning committee for the May 14-15 maker fair at the state fairgrounds and reported that the committee is very interested in having libraries participate. He guessed that the cost to sponsor something at the event would be within the \$1000-3000 range but said he would find out for sure. Ann will discuss the possibility with MELSA.

### VII. New Business

#### A. Continuing Education Scholarships

The Board reviewed the revised scholarship application form, policy, and rubric that were discussed at the last meeting. Additional suggested changes included:

- Change “learning” to “career development”
- Add a blurb about Metronet
- Note that applications must be typewritten
- Include “refer to rubric” on the form
- Post rubric on website
- Offer alternate format upon request

*Jean Doolittle moved to approve the revised scholarship form and policy with the additional changes noted above; Paul Ryberg seconded; approved unanimously.*

*Maggie Snow moved to approve the revised rubric as edited; Paul Ryberg seconded; approved unanimously.*

#### B. Metronet Logo

The board reviewed the Crowdspring proposal for a new Metronet logo. It was agreed that the tagline should specify “Serving Twin Cities Libraries,” and that the proposal should include our mission statement as information for potential designers. Ann noted that the plan is to post the project in late January and to have it open for about a week. Staff will cull the submissions and then submit the top ten or twelve to the board for votes.

*Paul Ryberg moved to accept the Crowdspring proposal and to move forward on the project; Diane Wallace-Reid seconded; approved unanimously.*

### VIII. Director’s Report

AWS gave an overview of Metronet activities (written report provided to board).

### IX. Other / Board Sharing

### X. Next Meeting – March 15, 2016

### XI. Adjourn - The meeting adjourned at 4:47 pm.