

## **Metronet Governing Board Meeting · Tuesday, September 20, 2016 · 3:00 p.m. · Suite 320**

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

Staff: Olivia Moris, Ann Walker Smalley, Deanna Sylte

Guest: Marc Colin, Carpenter, Evert & Associates (auditor)

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

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

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

*Paul Ryberg moved to approve the agenda as written; Tom Shaughnessy seconded; approved unanimously.*

### **III. Minutes of 6/21/16 meeting**

*Diane Wallace-Reid moved to approve the 6/21/16 minutes as written; Donna Nix seconded; approved unanimously.*

### **IV. FY16 Audit**

Marc Colin gave an overview of the FY16 audit. There were no significant findings, only a few minor adjustments, and the usual deficiencies (not enough segregation of duties, complete financials with footnotes not provided by staff). Overall a clean opinion. Marc also noted that approximately \$31,500 in reserves were spent, leaving approximately \$150,000 remaining.

*Paul Ryberg moved to approve the FY16 audit as presented; Tom Shaughnessy seconded; approved unanimously.*

### **V. Approval of June, July & August 2016 Bills**

The Board reviewed the checks written.

*Diane Wallace-Reid moved to approve the June, July and August 2016 checks written; Jean Doolittle seconded; approved unanimously.*

### **VI. Financial Statements – August 2016**

Informational only. Ann noted that Metronet will become the fiscal agent for the multitypes beginning in FY17.

### **VII. Old Business/Updates**

#### **A. MILI**

There is a small, but enthusiastic, group from Minneapolis Public Schools. There were some difficulties getting the process started. St. Paul Public Schools are not participating this year due to the transition in leadership (Leslie Yoder retired at the end of August). We may work with SPPS again in 2017-18. Ann and Olivia are still exploring options to offer individual sessions, work with individual buildings, etc.

### **VIII. New Business**

#### **A. Report of Results**

The State Library has revised the report form and it is much shorter than in previous years. The Board reviewed the FY16 Report of Results.

*Paul Ryberg moved to approve the FY16 Report of Results; Donna Nix seconded; approved unanimously.*

#### **B. Director's Evaluation**

The Board excused staff so they could discuss the Director's evaluation. Jenny will meet with Ann at a date to be determined to share the results and any recommendations.

### C. Board Elections

Current officers agreed to continue in their positions (Jenny McElroy, Chair; Donna Nix, Vice Chair; Jean Doolittle, Treasurer. There may be a possible transition in the spring as both Jenny McElroy and Donna Nix will be leaving the board in June 2017.

*Tom Shaughnessy moved to approve the slate of candidates as noted; Lisa Gearman seconded; approved unanimously.*

### IX. Director's Report

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

### X. Other / Board Sharing

- Ann met with the new CMLE director
- Olivia will be a judge for the Minnesota Book Awards
- Lake Elmo voted to have their library rejoin Washington County but for a variety of reasons it did not happen this year. Paul is hopeful for next year.
- Donna is retiring in May 2017
- Jenny will be presenting at MLA
- Diane continues her quest to visit each St. Paul public library

### XI. Next Meeting – November 15, 2016

**XII. Adjourn** - The meeting adjourned at 4:48 pm.