

## **Metronet Governing Board Meeting · Tuesday, September 18, 2018 · 3:00 p.m. · Suite 320**

Present: Lindsey Dyer, Tori Jensen, Belle Nelson, Jennifer Reichert Simpson, Anne Rojas, Paul Ryberg, Tom Shaughnessy, Diane Wallace-Reid  
Staff: Ann Walker Smalley, Deanna Sylte

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

The meeting was called to order at 3:00 p.m.

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

*Paul Ryberg moved to approve the agenda as presented; Anne Rojas seconded; approved unanimously.*

### **III. Minutes of 6/12/18 meeting**

*Tori Jensen moved to approve the 6/12/18 minutes as written; Diane Wallace-Reid seconded; approved unanimously.*

### **IV. FY18 Audit**

Marc Colin from Carpenter Evert & Associates gave an overview of the FY18 audit. The gave a clean opinion with the usual two deficiencies (limited staff for separation of duties and preparation of notes to the financial statements) and Marc noted that there was only one adjusting entry, which indicates that the financial statements presented to the board give them an accurate picture of Metronet's financial status. Marc recommended that the board discuss the dwindling reserve funds as the remaining ~\$79K will last approximately two years based on current spending. The board agreed to discuss this at their November meeting.

*Paul Ryberg moved to approve the FY18 audit as presented; Tori Jensen seconded; approved unanimously.*

### **V. MOTSE & MNLFI Fiscal Agent Accounts**

Ann Walker Smalley gave a brief overview of the situation. Metronet was (is) the fiscal agent for two projects, MOTSE and the Minnesota Library Futurists Initiative, the first of which has become defunct and the second which was completed. Based on Marc Colin's recommendation Metronet had notified the MOTSE contact, Chris Olson, that there were funds remaining but received no response or direction regarding those funds. Given the length of time that has elapsed, the remaining funds (\$6659.86 cumulative) could be used for a new project as long as it fulfills the original goal of providing a statewide benefit.

*Belle Nelson moved to approve repurposing the remaining funds from MOTSE and MNLFI for a project to be determined that will benefit libraries statewide; Lindsey Dyer seconded; approved unanimously.*

Tom Shaughnessy recommended that board members consider possible projects and discuss this topic again at the November meeting.

### **VI. Approval of June, July & August 2018 Bills**

*Anne Rojas moved to approve the June, July & August 2018 checks written; Paul Ryberg seconded; approved unanimously.*

### **VII. Financial Statement – August 2018**

Informational only.

### **VIII. Old Business/Updates**

#### **A. MILI**

In 2018-19 Metronet will be working with Minneapolis and Elk River schools. Elk River School District is shared between Metronet and Central Minnesota Libraries Exchange (the multitype for east central Minnesota) and CMLE has been notified and is invited to participate. MILI has been approved for ProPay in Minneapolis.

## B. Metronet Lease

Ann Walker Smalley noted that the building will have a new owner as of December 2018. Metronet and MELSA have the opportunity to sign a two-year lease (to October 2020) that would include an increase of approximately 2%, in addition to some cosmetic upgrades. The new owner has not committed to anything beyond 2020, but says they plan to keep the building as office space.

## **IX. New Business**

### A. FY18 Report of Results

Ann Walker Smalley gave an overview of the written report.

*Diane Wallace-Reid moved to approve the FY18 Report of Results; Paul Ryberg seconded; approved unanimously.*

### B. FY19 Election of Officers

Tori Jensen offered to serve as Treasurer.

*Jennifer Reichert Simpson moved to approve Tori Jensen as Treasurer for 2018-19; Tom Shaughnessy seconded; approved unanimously.*

Paul Ryberg agreed to serve as Chair.

*Anne Rojas moved to approve Paul Ryberg as Chair for 2018-19; Tom Shaughnessy seconded; approved unanimously.*

Belle Nelson agreed to serve as Vice-Chair.

*Tom Shaughnessy moved to approve Belle Nelson as Vice-Chair for 2018-19; Tori Jensen seconded; approved unanimously.*

## **X. Director's Report**

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

## **XI. Other / Board Sharing**

## **XII. Next Meeting – November 20, 2018**

**XIII. Adjourn** - The meeting adjourned at 4:20 p.m.