



**Minutes: April 5-6, 2018**

The meeting was called to order at 8:36 a.m. by Carla Lydon. Also attending: Ann Hokanson, Ken Behringer, Jim Weikum, Jim Trojanowski, Gerri Moeller, Kristi Hanson, Karen Pundsack, Marian Ridge, Laurie Ortega and Liz Lynch. Other attendees: Jennifer Nelson, State Library Services; Sam Walseth, Capitol Hill Associates; Valerie Horton, Minitex; Phil Feilmeyer & Samantha Jekot-Graham, Hennepin County Library.

Not attending: Krista Ross

<b>ACTION</b>	<b>MOVED BY</b>	<b>RESULT</b>
<b>Motion to approve agenda</b>	<b>Trojanowski/Lynch</b>	<b>Approved</b>
<b>Motion to approve October 26-27, 2017 meeting minutes</b>	<b>Trojanowski /Hokanson</b>	<b>Approved</b>
<b>Motion to approve CRPLSA Financials</b>	<b>Behringer/Hokanson</b>	<b>Approved</b>
<b>Legacy Fund Financials</b> Discussion of future statewide Legacy projects. Ortega will contact Minnesota Historical Society about potential partnership opportunities. Behringer will reach out to MDE about Ebooks MN and MELSA about Vietnam program.	<b>Ortega/Lynch</b>	<b>Approved</b>
<b>Legislative Update</b> Sam Walseth provided updates on the current session. Discussion took place regarding unexpended RLTA money. Consensus to propose unexpended RLTA is distributed equally among the 12 systems through RLBSS base.		<b>No action</b>
<b>PLD Day sponsorship request</b> Approval to sponsor PLD Day at the same amount as last year - \$300.	<b>Hokanson/Behringer</b>	<b>Approved</b>
<b>Grant Workshop</b> Weikum shared that the contract with Stephanie Gerding will be managed by ALS. The full contract is for \$13,500 for 4 full day workshops - Nov. 5 in St. Cloud, Nov. 6 in Mountain Iron, Nov. 8 at SELCO and Nov. 9 at MELSA. CRPLSA will contribute \$3000. The multi-type systems will meet next month to decide on contribution. TdS will manage the registration centrally. ALS will provide promotional templates.		<b>No action</b>
<b>New Director Orientation topics</b> New Director Orientation will take place at the July CRPLSA meeting. Topics will include joint powers agreements, interpretation of relevant statutes including 134, data practices, open meetings, public		<b>No action</b>

records - RLTA & e-rate basic overview, CRPLSA history and structure, and relationship with the state library.

Future agenda topic or CE committee items - how PERA works, health insurance options, benefits and salary structures around the state, in-depth reports by region to get to know each system in depth.

**Automatic Renewal Project** **No action**  
Hennepin County Library staff members Phil Feilmeyer and Samantha Jekot-Graham presented on their automatic renewal project.

**State Library Services Update** **No action**  
Jennifer Nelson reported on State Library Services activities. Federal LSTA award received for \$2.77 million – all typical programs will be funded. A competitive grant round will be out soon. Another round of library construction grants will go out once legislation moves forward. Working on Measures that Matter and Libraries without Borders initiatives. Discussed eligible uses and growth trends for broadband. Nelson will be visiting libraries around the state with SLS staff this year.

**Summer Reading resource fair** **No action**  
Consensus that GRRL will host again in fall. Pundsack will bring a financial support request once costs are determined.

**MLA circulation/support staff conference track** **No action**  
Send names to assist with support track to the conference planning committee.

**MLA conference sponsorship** **Behringer/Trojanowski** **Approved**  
Upon being asked, CRPLSA will provide \$1,000 for MLA conference sponsorship.

**CRPLSA-Multitype Joint meeting (July)** **No action**  
Discussed suggested topics - SLS updates, Minitex, talk about role of multitypes and public libraries, and multi-type board composition. Hokanson and Lydon will work with Mary Wilkins Jordan to develop final agenda topics.

#### **Unfinished topics**

- Trojanowski and Hanson will look into library benchmarking trends and practices in other states as a future July meeting topic. Moeller and Pundsack will research the parliamentary procedure presenter from AMC.
- Lydon will make recommendation for specific proposal for MLA tied to funding.

### **Friday, April 6, 2018**

**Minitex Update** **No action**  
Valerie Horton reported on upcoming Minitex ILL conference. All OCLC reclamation paperwork is due by June 2018. Three regional conversations about the MN Digital Library are taking place May 9 in St. Peter, May 16 in Alexandria and May 23 in Duluth.

**MN Writes / MN Reads** **No action**  
Behringer shared updates on upcoming contest and promotional materials.

**Liaison Reports****No action**

- MLA – Behringer  
Proposals are open for fall conference. Lydon is serving on nominating committee.
- MLA Legislative Working Committee - Hokanson  
Tasks broken up within the committee. Structure is working well, virtual activity worked well, looking at ways to make Day at the Capitol more engaging for supporters. MN Legislative Forum coming up at Brookdale Library on August 8<sup>th</sup>.
- MLA-ITEM Steering Committee - Weikum  
No updates.
- Minitex – Hanson  
Meeting was glorious. Automating ILL delivery request system. HCL MnSpin shared at the meeting.
- Multitype Directors - Hokanson  
Hokanson will meet with Ann Walker Smalley and gather feedback at multitype meeting in Mtn. Iron to prepare agenda for July half-day shared meeting.

**System Updates and Round Robin Q & A****No action**

- GRRL – Content marketing a growing area of interest, desire for Legacy coordinator meetings, request responses to salary study
- TdS – Updating phones may move away from landlines, TdS staff presented at LibTech on ticketing system for network support built in Google Suites
- PLS – Focus on ILL upgrades – web based fine & fee payment, mobile app, looking at computer reservation software
- MELSA - Library card registration task force update
- KRLS – Strategic planning - looking for recommendations for consultant
- LARL – Started using mobile app last year, very well received. Majority of users are using to manage their physical collection.

Additional topics discussed included:

- Discussion about history of unaffiliated libraries.
- Trends – Internet station use down, some libraries eliminating reservation software, wireless printing has been a tipping point in declining need for internet stations.

**Motion to Adjourn at 12 p.m****Behringer/Lynch****Approved**

The next online meeting is scheduled for May 18, 2018 at 10 a.m.