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Executive Board Meeting

Worcester Public Library

March 3, 2017, 10 a.m.

MINUTES

**Call to order:** Meeting began at 10:21am

**Attending:** Nanci Milone Hill, Alex Lent, Jennifer Pike, Nora Blake, Pingsheng Chen, Larissa Farrell, Easme Green, Ellen Keane, Laurie Lessner, Krista McLeod, Pam McCluen, Jackie Rafferty, Ellen Rainville, Danielle Savin, Sharon Shaloo, Allison Sloan, Stephen Spohn, Jocelyn Tavares, Ruth Urell, Sunny Vandermark, Jennifer Zolkos

**Approval of minutes of December 9, 2016 Meeting**:

**Danielle Savin moved to accept the minutes, Ruth Urell seconded. All Approved.**

**President’s Report** – Nanci Milone Hill – Nanci added to her written report a thank you to the Mass. Center of the Book for book donations the Center made to various causes recently.

**Past President’s Report** – Eric Poulin - No report.

**Treasurer’s Report** – Jennifer Pike – Jennifer handed out her report on the current finances. It was noted that the figure listed as February 2017 income is a typo. The correct amount for February 2017 income is $7,200.

**Alex Lent moved to accept the treasurer’s report, Ruth Urell seconded. All approved.**

Association Manager Report – Jennifer Zolkos:

* Working on updating the website.
* Managing contacts in Wild Apricot – Wild Apricot’s contract is coming up for renewal. Do we want to renew?
* Conference brochure is at the printers and a proof should be forthcoming.
* To date, 34 exhibitors are registered for conference.
* Working with NELA to manage and update joint members.
* Working on developing an electronic ballot for upcoming election.
* Looking for newsletter content.

**ACTION:** **Jennifer Z. will research other member management solutions and report back to the board on whether there are other, suitable options for membership management.**

**ACTION:** **All sections and committees are asked to review their sections of the website and send requests to resolve issues and update information to Jennifer Z. This needs to be done by the end of March.**

**ACTION:** **Jennifer Z. will contact committees and sections to request content for future newsletters.**

Nominating Committee Report – Krista McLeod – Krista and Nanci met and came up with ideas of people to recruit to run for the three offices up for election this year: ALA Councilor, Treasurer, and Vice President/President-Elect. Their goal was to get at least two people to run for each position. Unfortunately, they were unable to find enough people willing to run.

They were able to confirm one candidate to run for ALA Councilor and one candidate to run for Vice President/President-Elect. They are attempting to confirm a candidate for Treasurer. The potential candidate for Treasurer should make a decision early in the week of March 6-10.

**Once the slate is formed, the Executive Board will be contacted with the slate and asked to vote to approve this slate via email.**

**New Business**

**Massachusetts Legislative Day Program** – Krista McLeod

Legislative Day is March 7:

* Showcase will be held at Legislative Day and will include the bookmark contest
* There will be a 1st time attendee orientation.
* There will be two briefings – one at 9:30-10 and another at 11:30-noon. The content of each briefing will be exactly the same and will be an orientation to the events of the day as well as information on the content of the legislative agenda.
* Lunch will be at noon
* Library Caucus meeting is still in the process of being nailed down. It was be scheduled and rescheduled a couple of times. It is hoped a definite day and time will be settled upon soon. The Caucus meeting will take place in room #222 in the State House.
* Watch for when the House & Senate budgets come out and them help lobby for amendments to increase the Library budget lines.
* Joint Ways & Means Committee meeting hasn’t been scheduled yet – watch for that meeting and advocate for increased library funding.

**National Library Legislative Day Donation** – Nanci Milone Hill – MLA will not make a donation to this.

**Support of ALA’s “Resolution on Adoption of Accurate Information”** – Jacqueline Rafferty – MLA is supporting this.

**Creation of one-pager about MLA’s stance on Fake News w/Best Practices** – Jacqueline Rafferty – This is being done.

**Book Expo 2017** – Nanci Milone Hill – MLA was asked to partner with BookExpo to help advertise BookExpo to our members. There doesn’t seem to be anything available to MLA members in exchange (such as a free bus to transport people to BookExpo). MLA will not partner with Book Expo.

**MLA Strategic Plan Draft** – Alex Lent

The Strategic Plan was reviewed and discussed. The following changes were requested:

* Change the Wording of Goal #2 to read, “MLA will build and engaged, active and diverse membership.”
* Add “Membership Committee” to the *Responsible Parties* portion of Action #5 under Goal #2
* Change Action #2 under Goal #3 to: “Publish regular updates to Library Community.”
* Change the phrase underneath Action #2 of Goal #3 to read: “Promote MLA issues to stakeholders.”
* Remove “President” from the *Responsible Parties* listed under Action #4 of Goal #3.
* Remove Action #5 under Goal #3.

**Ruth Urell moved to accept the Strategic Plan with changes discussed, Danielle Savin seconded. All approved.**

FY2018 Budget Draft – Jennifer Pike

* The overall budget was discussed as well as the conference budget in specifics.
* Researched whether or not there was a budget included for Jordan Miller.

**Ellen Rainville moved to accept the budget as presented, Ruth Urell seconded. All approved.**

**Committee reports:**

**By-Laws** - Ellen Rainville – Ellen R. pointed out that **any proposed changes to the bylaws need to be submitted to her by March 15** so she can prepare them for the Executive Board to review and approve. This review and approval must be done by March 30 so it can be given to the membership in time for review and vote.

**Conference** – Danielle Savin / Ellen Keane:

* Conference will be held May 22-24 with a pre-conference on May 21
* Schedule is set
* Tri-fold brochure is at printer.
* Registration will open during the week of March 6-10.
* Scholarship announcement is going out soon. This year we are trying to provide a scholarship to a high school student.
* Ingram is providing funding for one scholarship.

**Intellectual Freedom** – Jacqueline Rafferty - Nothing to add to report.

**Investment** – Alex Lent – Working on rebuilding the investment committee.

**Jordan Miller** - Pam McCuen - Amanda Gostin from Milbridge Library in Milbridge, Maine won the Jordan Miller award.

**Legislative** – Krista McLeod – Nothing to add to report.

**Membership** – Laurie Lessner – Would like to raffle a membership to a conference attendee who is not currently a member of MLA.

**All approved this request.**

**Personnel/Education** – Manny Leit – No report.

**Public Relations** – Jocelyn Tavares – Awards submissions are due March 3.

**Website** – Jen Zolkos – No report.

**Section reports:**

**Paralibrarian** – Allison Sloan:

* Received a request from a paralibrarian from Wisconsin to participate in program. Request was denied.
* Section would like to provide a one-year membership to each award winner this year. This would total two memberships.
* Given the new strategic plan calling for building an active and engaged membership and the requirement for various other award winners to already be members of MLA, it was decided to hold off on a decision about this request.

**ACTION:** **Membership Committee will review policies regarding award winners and make a recommendation regarding providing a membership to any award winner.**

**RUSS** – Pingsheng Chen – Sponsoring 7 programs at Annual Conference. Working on section’s structure and leadership.

**Technical services** - Katie Lewis – No report.

**Youth Services** – Larissa Farrell – Nothing to add to report.

**Liaison reports:**

**ALA Councilor** – Ruth Urell:

Lots of debate at ALA mid-winter conference about articulating values and general direction of ALA.

Summaries of Council sessions that are posted on Executive Board Materials section of MLA website are worth reviewing.

Ruth will serve through the ALA Annual Conference – this is how succession for this office should be. New councilor assumes role AFTER ALA Annual Conference.

**MBLC** – Ruth Urell – Director search is underway and the MBLC’s strategic planning process is moving along.

**Massachusetts Center for the Book** – Sharon Shaloo - No Report.

**MLS** – Stephen Spohn – MLS has signed on to a copyright statement.

* Nanci told group that MLS staff are working on a “declaration of inclusion” and reached out to MLA about it. It seemed to MLA personnel that MLS wanted some input about content but when Nanci met with MLS staff it became clear that MLS staff wanted to this declaration to be a joint statement of MLA and MLS.
* Nanci wondered what the process for MLA would need to be – would a joint statement need to be approved by entire membership or could Executive Board approve this once written?
* Ellen R. confirmed that Executive Board could approve it.
* Stephen Spohn clarified that a miscommunication took place – MLS staff reached out to MLA’s Intellectual Freedom Committee about this statement and that it was intended to be a joint statement of both MLA and MLS.
* Nanci was told by MLS staff that they wanted to have the joint statement completed by March 6 (3 days after this meeting). Nanci explained to MLS staff that this would not be possible for MLA to do.
* Steve will clear up miscommunication on MLS side.
* It is unclear whether MLS will move ahead with “declaration of inclusion” as a joint statement with MLA or not.

**MSLA** – Anita Kotch Cellucci – No report.

**NELA** – Krista McLeod:

* NELA is focusing on trying to increase diversity in the library profession.
* Looking for new person from MLA Executive Board to step into role as NELA liaison.
* NELA is looking for Emerson Greenway nominations.
* NELLS will be taking place week of August 14

**Announcements** - No announcements

**Close of Meeting** - Meeting Adjourned at 12:42pm

**NEXT MEETING: April 14, 2017**