

*Maryland Library Association
Executive Board/Advisory Council Meeting
July 16, 2008
MLA Office*

Attendance: Darrell Batson, Margaret Carty, Elizabeth Cromwell, Denise Davis, Natalie Edington, Jim Fish, Marion Francis, Monica McAbee, Sandra Meyers, Elizabeth Pratt, Stuart Ragland, Julie Ranelli, Lucy Holman Rector, Donna Sebly, Simmona Simmons, Meredith Solomon, Pat Turkos, LaTanya West, Susan Waxter, Lynn Wheeler, Mary C. Wilson, Ada Woods.

Excused Absences: Mary Baykan, Kay Bowman, Ashley Dahlen, Jim DeArme, Patty MacDonald, Sydney McCoy, Dana Newman, Irene Padilla, Daria Parry, Ruth Schaefer, Mary Somers, Pamela Taylor, Carole Wade.

Call to Order: Darrell Batson, President of MLA, called the meeting to order at 10:05 a.m.

Changes to the Agenda (Move item from Consent Agenda for discussion): One change to the agenda was suggested – to move various additional agenda items to the Consent Agenda Items for Discussion part of the meeting. Jim Fish so moved; Sandra Meyers seconded the motion. The motion was approved unanimously.

Minutes from May 20, 2008: Donna Sebly asked for any additions or corrections to the May 20, 2008 minutes. Susan Waxter noted that under **Treasurer's Report**, the fourth bulleted item should read "...as Treasurer this past year," not "...as Secretary this past year." Margaret Carty noted that the last bulleted item on p. 4 should read "...for the club," not "...at the conference." Monica McAbee moved that the Board approve the minutes as corrected. Susan Waxter seconded the motion. The motion passed and the minutes were approved as amended.

Treasurer's Report: Susan Waxter provided the Treasurer's Report. She first explained the format of the report so that Board members could follow her report. Susan offered a comparison of last year's budget to this year, with the following highlights:

- Conference profits increased, and membership continues to grow.
- Programming income was down.
- With an overall increase in the Net Income, the bottom line remains excellent.

Report has been filed for the audit.

Darrell took the opportunity to discuss the importance of maintaining programming income.

Susan then explained the origins of the numbers of the new fiscal year's budget – from committees and Margaret. She noted various changes from last year, particularly raises for staff and the continuation of Bob Kuntz as a consultant.

Board member questions followed, with a brief discussion. Simmona Simmons brought up the point that the Trustees Division anticipates some programming this year and would this division be able to count on some funds if needed? Darrell pointed out that changes can be accommodated in the budget, but within reason, since Susan is still responsible for the overall budget.

Pat Turkos moved that the 2008-2009 Budget be approved. Marion Francis seconded the motion. The motion was approved unanimously by the Executive Board members.

President's Report: Darrell reported on the ALA Annual Conference, particularly the ALA Chapter meetings. He also discussed the Maryland Association of Counties (MACo) conference, to be held August 13-16, 2008, in Ocean City, at which MLA and the larger Maryland library community will have a strong presence. He pointed out the benefits of MLA's presence, especially for networking.

Conference Director's Report: Elizabeth Cromwell displayed the marketing campaign for MLA at MACo, the role of libraries in Maryland for a developing workforce, with an emphasis on real-life stories of library users benefiting from library services. A question of privacy of patron use arose, to which Monica McAbee, as an expert in intellectual freedom, stressed that since the patrons were agreeable to the use of their stories, this was not a violation of their privacy.

Elizabeth also noted that the Conference Committee has had its first meeting, and the next meeting will be in September. She encouraged more people to join the committee and added that already the committee has had some interested presenters proposed. Her major concern is that due to a cut in funding from DLDS, MLA will need to come up with alternative ways to make up for the cuts.

Executive Director's Report: Margaret Carty reported the following:

- She mentioned the successful Leadership Day and Program Planning Day.
- She pointed out that the Consent Agenda form is available on the MLA Website (home page, right column, Unit Board Report Form) and that unit reports are due on the first of each month prior to the Executive Board meeting. Since our next meeting is in September, the reports are due on September 1. Margaret will send out a reminder in the third week of August.
- She also explained the Website and urged members to review the data and update their Web pages.
- Margaret gave a Maryland Association of Nonprofit Organizations (MANO) report and distributed a program schedule. She encouraged members to share the program listing with colleagues. She reminded Board members that because MLA is a member of MANO, any MLA member may attend MANO programs at the member rate.
- Conflict of Interest forms are needed from every Board member, and Margaret used this point in the meeting to urge members to send the completed forms to the office as soon as possible.

- Margaret attended a MANO risk management workshop to fulfill a requirement for Directors and Officers Insurance.
- Margaret will be making the annual tax filing 990 form available for members in a pdf file prior to filing.
- Margaret discussed the ALA meetings she attended. All in all, it was a good conference.
- The MLA attendance at the *Lion King* at the Kennedy Center was a wonderful experience.
- Margaret will attend the Leadership Institute's graduation on Friday, July 18.
- She announced that she will be attending a MAPLA meeting next week and, of course, MACo in August.

Consent Agenda Items for Discussion:

- **Library Management Division (LMD)** – LaTanya West reported that her division's steering committee will be holding a meeting soon and planning programs for the year.
- **Trustees Division (TD)** – Simmona Simmons reported that her group is working on updating the Webpage, with profiles of trustee members.
- **Children's Services Division (CSD)** – Julie Ranelli reported that Kids Are Customers, Too, CSD's annual day-long workshop, will be held on October 16, 2008. Her committee is also reviewing some aspects of the Blue Crab Award, including looking for a sponsor. Committee members are creating a more active Webpage, which will include a topic of the month.
- **Technical Services Division (TSD)** – Mary Wilson stated that TSD's focus is growing the membership of the division.
- **Professional Development Panel (PDP)** – Professional Development Officer Monica McAbee reported that she is updating the Webpage to reflect new committee membership. One program has already been approved. She also requested some clarification on panel membership, should MLA members at large express interest in being included on the panel.
- **Awards** – Lucy Holman Rector reported that she is looking for more committee members.
- **Academic and Research Libraries Division (ARLD)** – Lucy reported for the absent Patty MacDonald that July 25 is the date for ARLD's second meeting of the year. Also, ARLD is planning two fall programs, including a trip to New York.
- **Legislative Officer** – Denise Davis met with Margaret and Natalie Edington, the Assistant Legislative Officer/Federal Coordinator, to discuss the best way forward. Denise is aware of the diminished availability of resources and will be focusing on keeping state revenues reasonably stable for all libraries in the state. Darrell clarified that all libraries are supported by this panel, not just public libraries. Denise is currently pulling together her panel membership, and she asked for clarification concerning final approval of members. Since panel members need to be approved by the MLA Steering Committee, she will recruit potential members, specifying that this approval is necessary before membership is established.

- **Associates, Paraprofessionals, and Library Support Staff (APLSS)** – Pat Turkos reported that APLSS’s main effort right now will be to increase membership in the division. Her committee is also organizing its meeting dates and locations.
- **Maryland Author Award Endowment** – Ada Woods reported that the Friends of Bill reception during the MLA Conference this spring was a great success. There will an August meeting. Some exciting news is that *Library Journal* will mention the Maryland Author Award in its September 1, 2008 issue.
- **Planning and Bylaws** – Elizabeth Pratt reminded Board members that the Annual Work Plan is due by September 1. The form can be obtained from the MLA Website. She also clarified the procedure for divisions to change their bylaws.
- **Public Services Division** – Sandy Meyers noted that PSD has updated its Webpage. In addition, PSD has new active members to help plan programs. PSD will be holding a teen program in the fall. It is also the sponsor of a new Outreach Services Interest Group.
- **Fundraising** – Lynn Wheeler had no specific report for this meeting.
- **Technology Committee** – Stuart Ragland introduced himself as chair of this committee and spoke briefly of Sailor.

Old Business: There was no old business.

New Business: Monica McAbee reported that the MLA Scholarship Application will have some changes on it, specifically, that an applicant must have been a member of MLA for at least six months prior to the date of application. Pat Turkos contributed some background information to this proposed change. Margaret Carty elaborated on this issue as well. Denise Davis moved that the Board approve the changes to the Scholarship Application. Simmona Simmons seconded the motion. The Board approved the motion.

Adjournment: Darrell adjourned the meeting at 11:50 a.m.

The next meeting of the Executive Board will be held on September 17, 2008, 10:00 a.m. at the MLA Office.

Respectfully submitted by Donna L. Seibly, Secretary