

Maryland Library Association
Executive Board/Advisory Council Meeting Minutes
November 15, 2017, 10 AM – 12 PM

Attendance

Margaret Carty (MLA Executive Director), David Dahl (PDP), Denise Davis (President), Jim DeArme (SMUG), Natalie Edington (Legislative Panel), Vicky Falcón (Marketing & Membership), Michelle Hamiel (Conference Director), Bryan Hissong (MLLI), Lucy Holman (ALA Councilor), Elizabeth Howe (Archives), Elizabeth Hulett (MD Author Award), Robert Krzanowski (TSD), Mike Kiel (ACRL-MD), Monica McAbee (for Julie Ranelli, IFP), Tina Pickens (PSD/OSIG), Stuart Ragland (Tech Committee), Janet Salazar (Fundraising), Tiffany Sutherland (TIG), Conni Strittmatter (CSD), Patty Sundberg (Treasurer), Joseph Thompson (Vice President), Eric Walls (SSD), Zeke White (Library Advocacy IG), Tyler Wolfe (LDD)

Excused Absences

Sara Arnold-Garza (ACRL MD), Mary Baykan (Legislative), Mary Anne Bowman (Secretary, Bylaws), Bob Kuntz (Website), Julie Ranelli (IFP), Carly Reighard (Maker IG), Cincy Steinhoff (Awards)

Unexcused Absences

Julie Brophy (MAPIG), Annette Haldeman (CRAB), Mary Hastler (Nominations), Jennifer Jones (PSD), Nicole McLain (SSD), Stef Long-Murphy (LDD), Carl Olson (GIIG)

Call to order – Denise Davis

- 10:14 a.m.
- Secretary Mary Anne Bowman was unable to attend today's meeting, so Vice President Joseph Thompson volunteered to take the minutes.

Changes to the Agenda

Annual Investment Report with Michael Fine was postponed until January.

Minutes

P. Sundberg made a motion to accept the September 2017 minutes and L. Holman seconded the motion. All in favor. No abstentions. Approved.

Treasurer's Report - P. Sundberg

- The Balance Sheet, Profit & Loss Budget vs. Actuals, and Programs & Divs/Interests Groups statements through November 8, 2017 were distributed.
- Balance Sheet:
 - We have \$13,021.94 in Checking/Savings. This is up from October and we are on target for this point in the year.
 - We have \$108,016.04 in Long Term Reserves. November statements have not yet been received. Total current assets are at \$121,037.98.
 - Total Liabilities are at \$120,977.98.

- Profit & Loss:
 - There are no big changes since last meeting.
 - Reviewing Income, Line 3000.6 – Sponsorships reflects an increase of \$19,000 this month.
 - We now show \$2300 in line 3010.06 – Legislative Panel.
 - There is an increase of \$5000 in line 3040 – Membership Dues since last month.
 - We have brought in \$1750 since last month in line 3060 – Programs. This is \$500 behind last year, but pretty close.
 - Expenses are what we would expect. In line 4050 - Bank and Credit card fees we had a charge of \$800 in the past month. We get charged each time and this is to be expected.
 - Net Income is currently at -\$12,930.88. This is on target with last year.
- Lucy Holman made a motion to approve the financial reports and file for audit. Conni Strittmatter seconded the motion. All in favor, none opposed, and no abstentions. The motion passed and the reports will be filed for audit.

Annual Investment Report – Michael Fine
Postponed until January

Unfinished Business

IF Manual Approval

- Monica McAbee filled in for Julie Ranelli as representative of Intellectual Freedom Panel for this discussion.
- This updated manual reflects updates of content, specifically addressing dead links found in the previous version. MLA Steering committee has approved the changes.
- IFP and Steering Committee see the need for more expansive changes to the manual in the future. The next time a more thorough approach and reorganization will be considered. D. Davis agreed, stating that the next version of the manual will help us address intellectual freedom topics in a way that is consistent with our values and will take a more strategic approach. J. Thompson suggested that the next version of the manual may be organized as a toolkit, organized in a way to address specific IF challenges.
- Joseph Thompson made a motion to approve the current updated Intellectual Freedom Manual. Patty Sundberg seconded. All in favor, none opposed, and no abstentions. The motion passed and the Executive Board approved the manual revision.
- Monica thanked the board on behalf of Julie and IFP.

New Business – Denise Davis

Resignation of Kathleen Teaze

- Kathleen has moved to Florida following her retirement. We are reviewing the Past-President formal responsibilities. Mostly these involve showing up for meetings.

- J. Thompson will appoint the next Nominations chair.

President's Report – D. Davis

- Denise attended the fall MAPLA meeting, representing MLA, and spoke about encouraging people to step up for MLA and bring their experiences responsibilities back to their libraries. She described how MLA fosters training, and how involvement in MLA allows individuals to prove themselves. Denise and Michelle reported on the 2018 conference.
- Denise is excited about the Access to Justice initiative. This project is facilitating librarians becoming part of the legal services network in the state. Librarians are better able to give people perspective and connect them with legal help. This fills a vital gap that has left people at tremendous risk. Denise is excited to be helping to facilitate some of this work. The Maryland State Library and several library systems are stepping up to help. MLA is involved and helping to facilitate.
- The work of Zeke White and the new Library Advocacy Interest Group is off to a great start.
- IFP will be soon offering a program on Privacy.
- We are all looking to the MLA Strategic Plan to make sure that we're advancing these goals. We're making good progress.
- Denise recently recorded a video for Linda Zuckerman and Library Associate Training Institute (LATI) about MLA.
- Denise has been asked to serve on the University of Maryland's iLead board.

Vice President's Report – J. Thompson

- Joe is trying to attend as many of the unit meetings as possible. He attended the LDD meeting last week.
- He attended the Nettie B. Taylor Maryland Library Leadership Institute Graduation (MLLI) graduation. Joe was there representing one of his CCPL staff, Darrell Robertson. Joe also shared kudos to Mike Kiel, who was a participant and graduate.
- Denise thanked Joe, Vicky Falcón, and Bob Kuntz for their work on updating the MLA web site home page.
- Joe mentioned that the UM iSchool has launched a new scholarship award named for Parker Hamilton, recently retired director of Montgomery County Public Library. The idea was floated to consider some form of co-sponsorship with MLA and/or Citizens for Maryland Libraries (CML).

ALA Councilor's Report – L. Holman

- Lucy also attended the MLLI graduation in support of her University of Baltimore staffer Mike Kiel.
- Lucy attended the CALD meeting.
- Lucy reported on ALA Council activities. The search for a new ALA Executive Director did not yield any strong candidates. If you remember, ALA Council voted to require this person to have an MLS degree. Lucy did not vote in favor of this. The reality is that

many successful Executive Directors of library associations do not have this. ALA is now moving to having the MLS not be required, but favored. Mary Ghikas is filling in as Interim Executive Director of ALA. The hope is to now have the new ALA Executive Director in place by the 2018 Annual Conference.

- MLA has had discussions about costs for programs. MLA recently created a task force to look into this. Lucy is chairing and Patty and David are also on the task force. They are looking at current cost structure. They will make recommendations on a new cost structure for programming by March 2018. They will likely do a survey of public and academic school directors to see what systems pay for their staff to participate in MLA programming. They will collect this info and dig deep into the MLA records back to 1999. They will look at income and profit margins to detect trends. Lucy encouraged all unit heads to contact her if they have any ideas or suggestions.
- There was a discussion among the group about how to get involved in ALA at the national level, and the benefits of involvement. Lucy is happy to help point you in the right direction.

Conference Director's Report – M. Hamiel

- Planning is on target. Though she had been invited, Dr. Carla Hayden is unavailable as a keynote speaker. Doug Davidoff has been confirmed as keynote, and speaks on futuring. He spoke in 2010 as a last minute substitution. He's excited to come back and fits well with theme of EVOLVE.
- The committee is in the process of getting speaker forms submitted. Some of the proposed ideas so far include:
 - Preconferences: Human Library, Live action puppets, YALSA program, and ALA Advocacy Bootcamp
 - Over 60 program proposals have been submitted. Three others are waiting in the wings. Due to the high number of proposals we may need to turn down some programs this year, which normally we don't need to do.
- Denise asked Michelle for information about the Maryland State Diversity Task Force. Michelle said that this new group has now met twice and is at work doing some assessments. Leslie Bowman and Michelle will be reporting at MAPLA. The group has strong representation among academics. All members of the group will be asking the same questions. The task force will compile resources. MLA Executive Board members can expect to be asked to complete a survey.

Executive Director's Report - M. Carty

- Margaret attended the Mid-Atlantic Futures Conference in New Jersey, the CML Conference, MLLI Graduation, and MAPLA.
- At the MLLI graduation it was great to hear from the graduates. Maureen Sullivan tried something new, asking the supervisors of graduates to come at 10:00 a.m. on the final day of the institute to hear presentations from the graduates about their projects.

- At MLA Conference there will be a preconference by Maureen Sullivan. This will offer a next step for MLLI graduates, focusing on business and management skills, providing support for and people to move up.
- Margaret noted that Bryan Hissong is chair of MLLI Committee, and that on Dec. 2 they have a meeting by phone with Maureen on developing an Executive Leadership Program. The hope is to be able to offer this program this next summer.
- In December Margaret will host the WWI Network meeting here at the MLA office. The art display is at its last stop right now in Talbot County. Margaret attended the program with the artist of the paintings, Bob Horvath, last week. He talked about the value of being an artist and librarian. He noted how important it was for him to have all the details correct. Margaret will take display back to the Pentagon at the end of November.
- Margaret noted that Tuesday, February 20 will be Maryland Library Day in Annapolis. Attendance provides a good introduction on what the Legislative Panel does.

Reports from Units

- Legislative Panel: Natalie noted that May 7 and 8 will be National Library Legislative Day in Washington, DC. The briefing day is May 7 and visits with legislators on May 8. Denise noted that we anticipate same legislative challenges next year and expect to need to protect IMLS funding again. Keep in mind that most Maryland State Library funding and services come from IMLS. Alert your division members to start thinking about this now. We'll again use ALA's advocacy tool, Engage. We will continue to also focus on other priorities, including protecting privacy and availability of government data.
- Nettie B. Taylor Maryland Library Leadership Institute Committee: Bryan noted that MLLI planning is full steam ahead. The recently reformed committee met a few weeks ago and will meet again on Dec. 4. The next class will be in 2019. They are also looking at a new iteration based on the Directors University in TX and IL. The focus will be on directors new to Maryland and provide experience on higher level administrative topics. The goal is to get that program to run every other year, so MLLI and Directors University would alternate each year.
- Stuart highlighted Citizens for Maryland Libraries (CML) and the recent annual conference. This year's keynote was State Senate President Mike Miller. It was a good opportunity for library supporters to thank him. Four CML board members here in the room also serve on CML Board: Margaret Carty, Jim DeArmey, Stuart Ragland, and Joseph Thompson
- MLA Tech Committee: Stuart noted that units are experimenting with Virtual Meetings. Conni described CSD's experience. They are trying to have clusters of people meet around the state around microphones. At the first CSD meeting in December they will try using Google Hangout. There's lots of excitement to try this. Many CSD members have interest, but have challenging work schedules because they also need to do their regular storytimes. Meeting online may allow them to do their storytimes and also pop in for part of the CSD meeting. January will be a full virtual meeting of CSD using

Blackboard. Tips on what worked well with each model will be captured. MLA Conference Committee is also experimenting and will include virtual participation this afternoon. CCPL has also purchased a mic to experiment. Monica mentioned that IFP has met at AACPL HQ in Annapolis, which also may serve as a venue to allow for virtual participation. Stuart reflected on the installation of the sound absorption panels here at the MLA office, which have helped reduce noise here.

- David asked if there was any movement on coordination among Maryland library groups on leaning management systems or virtual meeting spaces, possibly with Maryland State Library. Denise mentioned that Library Associate Training Institute (LATI) is looking at these, and that there might be broader applicability.

Margaret purchased a cake so that we could say goodbye to Chris Holly, who is leaving MLA. This is the last day she will be here for a MLA Executive Board meeting. We thanked Chris and wished her well.

L. Holman made the motion to adjourn. P. Sundberg seconded the motion. All in favor, none opposed, and Mike Kiel abstained. The motion passed and the meeting adjourned.

Respectfully submitted by Joseph Thompson (Vice President) for Mary Anne Bowman (Secretary) on November 22, 2017.