

Maryland Library Association
Steering Committee Meeting
February 27, 2019, MLA Office

Attendance

Mary Anne Bowman (Secretary), Margaret Carty (MLA), David Dahl (ALA Councilor), Denise Davis (Past President), Patty Sundberg (Treasurer), Tiffany Sutherland (Conference Chair), Joseph Thompson (President)

Absences

Andrea Berstler (Vice President)

Call to Order: 1:10 p.m.

Changes to the Agenda:

Add Elections to Unfinished Business. Add Membership Report under New Business. Add time for a discussion about the Investment Report to the Treasurer's time allotment. Correct the spelling of Tiffany Sutherland's name.

D. Davis made a motion to accept the changes to the agenda. T. Sutherland seconded the motion. All in favor. No abstentions. Approved.

Minutes: M.A. Bowman

D. Davis made a motion to accept the minutes for December 19, 2018 and P. Sundberg seconded. All in favor. No abstentions. Approved.

Treasurer's Report: P. Sundberg

- The Balance Sheet and Profit & Loss Budget vs. Actual statements through January 31, 2019 were distributed.
- Balance Sheet:
 - We have \$33,262.89 in Total Checking/Savings. This is \$3677.00 less than last month and \$17,236.61 more than last year.
 - Long term reserves are at \$109,568.57. This is down \$5861.80 from last month and down \$4798.72 from last year.
 - Total assets are \$142,771.46.
 - Net income is \$4411.36. This is \$7906.40 more than last year.
 - Total liabilities & equity is \$142,771.46. This is down \$9539.33 from last month and up \$12,437.89 from last year.
- Profit & Loss Budget vs. Actual:
 - Conference Income (line 3000) is up \$15,365 from last month and up about \$13,416.65 from last year.
 - Fundraising income is at \$13,067 which is up \$3125 from last month and up \$2392 from last year.
 - Jobline income is at \$1650.00 which is up \$250 from last month, but down \$225 from last year.

- Membership dues are at \$44,093.00 which is up \$6554 from last month, but down \$3638 from last year.
- Total Gross profit is \$174,978.65. This is up \$18,341.65 from last month and up \$51,927 from last year.
- Conference expenses were paid and Legislative Reception expenses were paid.
- Total expenses were 177,966.90 which is up \$29,994.80 from last month and up \$48,361 from last year.
- Net income was \$4,411.36.
- A question was asked if the financial reports could include last year's numbers in addition to this year's numbers so that a comparison is easy to see. Patty said it would be hard to do it for Profit & Loss statement but she is happy to include them for the Balance sheet.

M. Bowman motioned to accept the financial document to submit for audit. D. Davis seconded the motion. All in favor. No abstentions. Approved.

Investment Reports were distributed for Ford Motor Company, Oakmark Equity and Income Investor and Griffin Institutional Access Real Estate Fund.

- Discussion about switching investments from Oakmark to Griffin which was the recommendation of the Investment firm. There isn't a lot of information on Griffin, however it is doing better than Oakmark and is low risk. The committee recommends switching from Oakmark to Griffin.
- Discussion about Ford Motor Company and how it is bringing our investments down. The committee recommends selling Ford Motor Company.
- P. Sundberg made a motion that we bring the Steering Committee recommendations for the Investment Portfolio to the Executive Board for vote. D. Davis seconded the motion. All in favor. No abstentions. Approved.

Unfinished Business:

- Election Results:
 - Vice President/President Elect - Morgan Miller
 - Treasurer - Carl Olson
 - Division Leadership
 - ACRL VP - Lois Entner, Secretary - Sean Hogan
 - CSD VP - Betsy Brannen, Secretary - Jill Hutchison
 - LDD VP - Anita Crawford, Secretary - Megan Jones
 - PSD VP - Sam Eddington, Secretary - Melissa Lauber
 - SSD VP - Robin Soma-Dudley, Secretary - Maria Jacobs
 - Margaret will ask Michelle Hamiel to write up an announcement of the election results.
 - Joe thanked the Nominations committee for their work on the Election.
- Marketing & Membership Committee Leadership–
 - Joe distributed a draft proposal to split the Marketing & Membership Committee into two committees. At this time the two committees do not include the New Member Interest Group.
 - Recommended adding Outreach to the Membership Committee.

- Recommended broadening the social media oversight to include the divisions. There should be guidelines for the divisions that will allow them to be creative, but still have the MLA branding.
- Joe will follow up with the current Chair of Marketing & Membership and also the incoming Chairs on March 7th.
- Bylaws – The committee has been working on revisions and has some questions for Margaret. Mary Anne will set up a time to get answers to questions and then will set up a time for the committee to review changes. Revised bylaws should be ready by the March Board meeting.

New Business:

- Membership Report for January was distributed. The numbers continue to fluctuate, but always seem to rise just ahead of conference. We haven't had a membership drive in years. Margaret is still working on the Dashboard. It will continue to have membership numbers, but the Board would also like to see the membership statistics report in order to track trends. ALA is also seeing a decline in membership.
- New Member Interest Group – New Chair is Angelisa Hawes from Montgomery County.

President's Report: J. Thompson

- Attended ALA Midwinter. While there attended the Chapter Leaders Forum which was very informative and talked about how to engage with members and grow the association.
- Thanks to Margaret and the MLA staff for their work at Maryland Library Legislative Day.

Vice President's report: None

Executive Director: M. Carty

- Attended ALA Midwinter.
- Went to present Nancy King with her award plaque.
- Director's University has 24 people registered. There are 6 seats still available. This workshop has a different format than the last two workshops. Thanks to MSL for funding this workshop.
- Everyone Leads – There are three sessions scheduled and two more will be added for the Fall.
- Attended the Legislative reception. There were 35 Senators/Representatives there.
- Invited to a Proclamation for the Year of the Veteran with the Governor. Working with the VA to put together a speakers list of Veterans.
- Working with the Hyatt to add hotel rooms for the conference.

ALA Councilor's Report: D. Dahl

- Attended ALA Midwinter. Attended the Chapter Leaders Forum which highlighted how chapters are moving forward. Discussed online meetings. The trend is using Zoom for online meetings.
- Sent out an email about the racial incident at Forum. There will be training on conducting meeting at ALA as well as attention to the Code of Ethics to address the incident.
- The ALA GLBTRT Resolution passed.
- Resolution on Monetary Library Fines as a Form of Social Inequity passed. There are concerns about this being a negative reflection for libraries/states that are unable to be fine free.
- Sustainability was added as a core value of ALA

- Future of Midwinter – there still needs to be a place for the award announcements. And, leadership strategy and the future will also be a focus.

Past President – D. Davis

- Attended the Professional Development Panel meeting. The new process is working well and bringing in more money.
- So far there aren't any burning issues coming out of DC or Maryland's Legislative session. The White House budget will be coming out soon. IMLS will probably be cut and we will need to advocate for it.
- There was no National Legislative Day this year because ALA Annual Conference will be in DC. They did a ALA Fly-In instead for about 200 people.

Conference Director: T. Sutherland

- Hotel rooms are being added
- No news is good news.

D. Davis made the motion to adjourn. P. Sundberg seconded the motion. All in favor. No abstentions. Motion passed and the meeting adjourned.

Respectfully submitted by Mary Anne Bowman on March 18, 2019.