

Maryland Library Association
Executive Board/Advisory Council Meeting Minutes
March 20, 2019 | 10 a.m. - 12 p.m.

Attendance

Andrea Berstler (VP/President Elect), Mary Anne Bowman (Secretary), Sara Brown (IFP), Margaret Carty (Executive Director), David Dahl (ALA Councilor), Denise Davis (Past President), Natalie Edington (Legislative), Bryan Hissong (LLTC), Kelsey Hughes (TIG), Jennifer Jones (PSD), Mike Kiel (ACRL MD), Monica McAbee (RAIG and IFP), Amy Moser (SSD), Carl Olson (GIIG), Stuart Ragland (Technology), Sabine Simonson (OSIG), Connie Strittmatter (FoLIG), Patty Sundberg (Treasurer), Tiffany Sutherland (Conference), Lisa Swain (MAPIG), Joseph Thompson (President), Zeke White (LAIG), Tyler Wolfe (LDD), Martha Zimmerman (PDP)

Online

Christine Freeman (CSD), Victoria Falcon (Marketing), Julie Ranelli (IFP), Sharon Reidt (TSD), Carly Reighard (MIG), Janet Salazar (Fundraising),

Excused absences

Elizabeth Howe (Archives), Angelisa Hawes, Elizabeth Hulett (Author Award), Bob Kuntz (website), Tamar Sarnoff (MSL), Cindy Steinhoff (Awards),

Unexcused absences

Annette Haldeman (Crab), Michelle Hamiel (Nominations)

Call to order – J. Thompson

- 10:02 a.m.

Changes to agenda - J. Thompson

- None
- T. Wolfe made a motion to accept the agenda and D. Davis seconded the motion. All in favor. No abstentions. Approved.

Minutes - J. Thompson

- No Changes.
- P. Sundberg made a motion to accept the January 15, 2019 minutes and J. Jones seconded the motion. All in favor. No abstentions. Approved.

Treasurer's Report - P. Sundberg

- A. Berstler made a motion to approve the December financial reports and file for audit. T. Wolfe seconded the motion. All in favor, none opposed, no abstentions. Approved. The motion passed and the reports will be filed for audit.
- Balance Sheet:

- Total checking/savings is \$69,070.88. This is \$35,807 more than last month and \$41,248.53 more than last year.
- \$109,568 in long term reserves.
- Total liabilities & equity is \$178,579.45. This is \$35,807 more than last month and \$41325 more than last year.
- Profit & Loss Budget vs. Actual:
 - Line 3000.04 Conference registration – we have received \$42,005 in registrations for the conference. This is \$20,026 more than last year.
 - Line 3000.05 Vendor fees – We have received \$6,900 since last month. This is \$4,575 more than last year.
 - Total line 3000 – we have received \$97,105 in conference income. This is an additional \$42,550 from last month and \$33,356 more than last year.
 - Fundraising income received an additional \$180 for the Nettie Taylor Leadership program.
 - Library Leadership Training committee has collected \$675 for the Director’s University.
 - Received \$150 in Jobline income.
 - Membership dues are up \$14,009 from last month and up \$2,722 from last year.
 - Programs are up \$750 from last month and \$5,813 from last year.
 - Gross Profit is \$233,392.65. This is up \$37,694 from last month and up \$37,878 from last year.
 - We have spent \$38,159.06 on Leadership training. This is up \$58,414 from last month and up \$82,005 from last year.
 - Total expenses were \$200,572.91.
 - Total net income was \$40,219.35.
- D. Davis made a motion to approve the February financial reports and file for audit. C. Olson seconded the motion. All in favor, none opposed, no abstentions. Approved. The motion passed and the reports will be filed for audit.
- Margaret and Patty are working on next year’s budget. At the Steering Committee it was decided to include the previous year’s numbers on the Balance Sheet.
- The Steering Committee recommendations were brought to the Executive Board. The recommendation was to switch from Oakmark to Griffin. We will keep an eye on Ford. A. Berstler made a motion to approve the switch in the Investment Portfolio from Oakmark to Griffin and keep everything else as is. C. Olson seconded the motion. All in favor, none opposed, no abstentions. Approved.

Unfinished Business

- A. Berstler made a motion to move Bylaws and Election Results to the beginning of Unfinished Business while technical difficulties were hashed out with Sharon Reidt. T. Wolfe seconded the motion. All in favor, none opposed, no abstentions. Approved.
- Bylaws
 - Bylaws were distributed to the Board via email. D. Davis recommended changes to the draft language. The change was: Section 4. DUTIES. The Executive Board shall constitute the managing board of the Association. As such, it shall have power and authority to carry out policies of the Association and have custody of all property of the Association. *Between meetings of the Executive Board, the Steering Committee may act in lieu of the Executive Board when deemed necessary by the Executive Director or MLA President, although it may not modify any action taken by the Executive Board and its actions shall not be binding or constitute policy until approved by the Executive Board. In consultation with the Executive Director, the Steering Committee considers and prioritizes business for the Executive Board agenda and supports the Executive Director in carrying out association responsibilities. Specific duties of the Executive Board and Steering Committee are outlined in the manual of the Association.*
 - M. Kiel made a motion to amend the draft bylaws with new language outlined above. A. Berstler seconded the motion. All in favor, none opposed, no abstentions. Approved.
 - A. Berstler made a motion to send the draft Bylaws to membership to review via email and be voted on at the annual business meeting in May. D. Davis seconded the motion. All in favor, none opposed, no abstentions. Approved.
- 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
 - Joe thanked everyone that ran for office.
- TSD Request for Change of Status
 - At the January meeting TSD was put on probation until the March meeting while they looked for leadership. No leadership was found, so the TSD Division will be dissolved. S. Reidt made a motion to dissolve the Technical Serviced Division. D. Dahl seconded the motion. All in favor, none opposed, no abstentions. Approved.
- Interest Group Petition
 - 10 signatures were presented to create a Technical Services Interest Group (TSIG) as of July 1, 2019. The group will no longer have a vote, but leadership

will be easier to find and keep. S. Reidt made a motion to create a Technical Service Interest Group as of July 1, 2019. M. Zimmerman seconded the motion. All in favor, none opposed, no abstentions. Approved.

New Business - None

President's Report – J. Thompson

- Thanks to everyone for submitting your reports.
- Margaret, Andrea and Joe met with the Marketing and Membership Committee. A draft was emailed out to break the committee into two separate committees. Will vote on this at the May meeting.
- A Branding Taskforce has been created and will be Chaired by Conni Strittmatter.
- Submitted testimony with MASL to the Maryland General Assembly for SB840. The bill would have created a commission to celebrate the African American role in the American Revolution. The bill specified that the EPFL would provide space for the Commission and each school library would house their publication. Because of budget implications to both EPFL and school libraries, the bill was not supported by MLA or MASL.
- Writing letters to each member of the House of Representatives asking them not to cut LSTA, IMLS, IAL funding. Reminded everyone to please contact your representative.
- Margaret and Joe attended a meeting in Washington D.C. with the ALA office to discuss planning for the annual conference. There will be a Bookmobile parade, but it will not go to the Convention Center. If you have a Bookmobile that you would like to be in the parade, please let Margaret or Joe know. MLA will share a booth with DLA, DCLA and VLA. We will need volunteers to help work during the conference, you can get a free pass for the exhibits only. Sign up coming soon. Vicky Falcon is working on the display for the booth. Registration is open and MLA members can get a \$50 discount. There will be a local chapter social at the DC Line on Thursday night, more details coming soon.

Vice President/President Elect – A. Berstler

- Attended Midwinter
- Finalizing appointments for next year. Working with Joe and Margaret to continue the momentum from this year.
- Margaret, Andrea and Carl will be working on next year's budget.

Executive Director – M. Carty

- Attended Midwinter – The Chapter Forum had four MLA representatives at the meeting. We are viewed in a positive light.
- Presented Nancy King with her award.
- Legislative Day was a success. The reception had 25 legislators attend.

- Brian, Nini and Maureen have been working on the leadership classes. The 3rd Director's University will be the day before MAPLA. It will be a different presenter and is a 3-day program condensed into 1 day on managing and agility. There will be three Everyone Leads workshops this Spring and two in the Fall.
- Invited to the State House for the Year of the Veteran Proclamation. Working on a Roster of Veteran speakers.

ALA Councilor's Report – D. Dahl

- ALA Election information was sent out via email. Two Councilors from Maryland were on the ballot, but they were not MLA members.
- Search for ALA Executive Director is still going
- A Resolution in Support of Civil Rights Protections for People of Diverse Gender Identities passed.
- Meeting room interpretation revisions passed.
- Participated in Future of Midwinter discussion. Philadelphia 2020 will be the last "Midwinter." The conference will shrink in size and will have two tracks – Books & Media and Leadership Strategy and Development. There will still be some committee meetings.
- ALA Organizational Effectiveness – sent an email with opportunities to participate. The theme is "Modern Organization for Modern Profession."
- New ALA Advocacy website <http://www.ala.org/advocacy/>

Past President – D. Davis

- Attended the first meeting of the Equity, Diversity & Inclusion Task Force. Michele Hamiel is the Chair.
- Will be facilitating of Making Sense of Management Pre-conference at MLA. There are 45 people signed up so far.
- Received information on the downloadable voter registration program with EveryLibrary.

Conference Director's Report – T. Sutherland

- Registrations going well
- We are in good shape, committee is amazing!
- Joe reported that at the MSL Board meeting Irene said that 24% more money went to libraries to attend the MLA conference. Thank you MSL!

Report from Units

- Professional Development Panel – Revising the program planning manual. Should be done in a few weeks and will be on the website.

- Leadership Development Division – Book conversations going very well. April is *Talk Like Ted*.
- Public Services Division – MD Outreach Unconference has 14 people registered. Would like to have a few more. Will be doing some marketing at the conference with buttons and flair.
- Readers' Advisory Interest Group – Will have a local author panel at the conference on Friday. Books will be on sale at the MLA booksale table.
- Future of Libraries Interest Group – Will be inviting Divisions to their meetings and structuring the conversation around them. Will be presenting to MAPLA.
- Academic & Research Libraries – Has volunteers updating social media and it is very successful. Grant with EPFL – is a Public and Academic partnership.
- Support Staff Division – February meeting was networking and idea sharing. More participants outside of BCPL. Will have some Fall programming
- Library Advocacy Interest Group – Brown bag lunch with IFRT's Sara and Julie. Had 20 people attend. Cosponsoring with LDD for Innovative Fundraising. Ashley & Zeke interviewed for the Crab.
- Children's Services Division – Spring Fling
- Intellectual Freedom Panel - Sara wrote an article for the Crab on Privacy.
- Technical Services Division – Spring meeting in Waldorf
- Fundraising – Day of Giving will be April 11th.
- Joe, Margaret and Mary Anne revised the Annual Report form which will be on the website. Forms due to Mary Anne by June 30.
- Technology Committee – There will be a pre-conference on Wednesday, with a demo of Blackboard and Zoom.

Evaluation

Plus

Flexible with agenda

Not running over

Less paper/review

Updates – Just a minute

Great snacks

Deltas

Unit Reports sideways – rotate before send out

Tech Difficulties – different speaker was selected

Adjourn

Andrea Berstler made a motion to adjourn. T. Wolfe seconded the motion. All in favor, none opposed, no abstentions. Meeting adjourned.

Submitted by Mary Anne Bowman on May 6, 2019.