

Maryland Library Association
Steering Committee Meeting
April 17, 2019, MLA Office

Attendance

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

Absences

Denise Davis (Past President)

Call to Order: 10:03 a.m.

Changes to the Agenda:

Move ASL Interpreters to the Treasurer's Report. Add FY20 Budget to Treasurer's report.

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

P. Sundberg made a motion to accept the minutes for February 27, 2019 and D. Dahl seconded. All in favor. No abstentions. Approved.

Treasurer's Report: P. Sundberg

- The Balance Sheet and Profit & Loss Budget vs. Actual statements through March 28, 2019 were distributed.
- Balance Sheet:
 - Long Term Reserves is corrected amount of \$115,831.34. This is up \$6,262 from last month.
 - We have \$147,181 in Total Checking/Savings. This is \$78,111 more than last month. This is largely due to the income for conference, MLLI, Director's University and Everyone Leads workshops. The Director's University and Everyone Leads workshops are in partnership with MSL. The Leadership programs with MSL are making money for MLA. It was suggested that at the Executive Board meeting someone should explain the partnership with MSL and how LSTA funding is helping to fund these programs.
 - Total assets are \$262,953.
 - Total liabilities & equity is \$262,953.28.
- Profit & Loss Budget vs. Actual:
 - Conference Income (line 3000) is up \$86,155 from last month and up about \$34,439 from last year. We've collected \$119,810 in registrations, \$28,750 in vendor fees and \$34,700 in sponsorships.
 - Line 3025.05 – Director's University has collected \$12,090 which is up \$600.
 - Jobline income is at \$1900.00 which is up \$100 from last month.

- Membership dues are at \$68,059 which is up \$9957 from last month, and up \$1869 from last year.
- Programs income is \$22,284 which is \$587 more than last month.
- Total Gross profit is \$331,384.65. This is up \$97,992 from last month and up \$85,024 from last year.
- Conference expenses were paid and Legislative Reception expenses were paid. Bank & credit card fees were paid.
- Total expenses were \$218,604.99 which is up \$18,032.08 from last month and up \$22,279 from last year.
- Net income was \$120,179.27.

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

FY2020 Budget is almost finished. Patty will send the draft to the Steering Committee via email and then it will go to the Executive Board.

ASL Interpreters – There was a last minute request for an ASL Interpreter for a program. Because it was last minute, it was very costly because it was so last minute. If the request is made two weeks ahead of time, it isn't quite as expensive. A budget line item was added for special accommodations. This will be added to the registration form. \$3000 is budgeted for this to start.

Unfinished Business: None

New Business:

- MLA Application Form Information – The gender question will be removed from the web form. Formal letters from MLA will be addressed with the members' full name.

President's Report: J. Thompson

- Thanks to everyone for their advocacy – calling Congressmen and Senators to get them to sign the Dear Appropriations letter.
- The first Re-Branding Task Force meeting is set up.
- Marketing & Membership proposal to split into two separate committees was sent out. No one has had any feedback. It will be voted on at the next Executive Board meeting in May.

Vice President's report: A. Berstler

- Working on finalizing the agenda for Leadership Day. Possibly June 6th or 13th.
- Strategic plan committee will also meet on Leadership Day to plan for a second round of initiatives. Not going to completely re-write the plan. It will be a breakfast meeting.
- There are a few more leadership roles to fill for next year. Will let Margaret know soon
- Working on initiatives for next year – will definitely continue the "Get to Know MLA" webinars
- Will be attending LATI Graduation representing MLA

Executive Director: M. Carty

- Presented the MLA Paraprofessional Award at the Prince George's County Memorial Library System's staff day to Kaneisha Matthews. It was very nice to present the award in front of her fellow staff.
- Attended MAPLA and had the Director's University at Rocky Gap. The Director's University on agility has received positive comments. Conni Stittmatter gave an excellent presentation on the Future of Libraries. It was a great way to showcase what the MLA Interest Groups are working on.
- Continue to work on the Conference.

ALA Councilor's Report: D. Dahl

- Registered for MLA Conference and requested materials from ALA to have at a table during the conference.
- There will be an ALA virtual membership meeting on May 9th. Will present resolutions (Joe has an idea for a resolution for Ralph Devore the creator of the international library symbol)
- ALA elections are over. The new President, Julius Jefferson, is formerly from the Chapter Relations Committee so that should be good for us.
- Webinars for organizational effectiveness are coming up and were emailed out.

Past President – None

Conference Director: T. Sutherland

- Conference is two weeks out.
- Committee is amazing!
- Working on renewing orientation slides. Nay will be doing the orientation.
- MLA and DLA Boards will have mixed tables. No Head table. There will be place cards.
- Andrea gave kudos to Tiffany for her energy and enthusiasm
- There are still open volunteer slots

T. Sutherland made the motion to adjourn. A. Berstler seconded the motion. All in favor. No abstentions. Motion passed and the meeting adjourned.

Respectfully submitted by Mary Anne Bowman on May 22, 2019.