

MLA Steering Committee

22 August 2018 / 10:00 AM - NOON / MLA Office

Attendees

Joe Thompson, Patty Sundberg, Margaret Carty, Tiffany Sutherland, David Dahl

Excused Absences

Mary Anne Bowman, Andrea Berstler, Denise Davis

Meeting called to order at 10:18 am

Tiffany took minutes in lieu of Mary Anne

Minutes from June 20th meeting, Tiffany motioned to approve, Patty seconded, no changes proposed, all voted in favor, minutes approved.

Treasurer's Report (Patty), Tiffany motioned to approve, David seconded, no changes, all voted in favor, Treasurer's Report approved

- Balance Sheet, As of August 16 \$191,949 in Checking, \$8,000 more than at this time last year
- Long Term Reserves, last month balance was \$109,000, at \$112,991 this month, \$5,700 more than at this time last year
- Profit and Loss, \$1,800 more than at this time last year, Membership dues total is \$10,766, \$3,000 more than at this time last year, Income from programs (Programming Income) is at \$14,125.5 this month, \$1,214 more than at this time last year, quality programming is creating positive revenue, Everyone Leads has been paid for, Personnel expenses are up and will continue to look a bit larger because of expenses paid after July 1st, Net income is at \$5,479 this month, \$9,000 more than at this time last year, there is an outstanding invoice from the State Library for \$12,000
- Patty will attend the audit September 5th

Unfinished Business

New Business

President's Report (Joe)

- Attended Maryland Association of Counties (MACo) conference during which everyone at the Maryland libraries booth engaged with many elected officials and state organization leaders and discussed the role of public libraries in their communities (a lot related to technology and job-seeking skills). The MLA booth featured a tech showcase organized by Bob Kuntz and Jen Bishop and won first place
- Attended quarterly Maryland Association of Public Library Administrators (MAPLA) meeting
- Has been communicating with Maryland Association of School Librarians (MASL) about a reciprocal relationship between MASL and MLA including tables at each other's conferences for no charge. Joe and Vicky Falcon will attend MASL's conference in October at Camelot in Upper Marlboro. MASL will send representative to staff a table at MLA's conference (two max. lunch provided)
- In September, will attend Maryland State Library Advisory Board and Legislative Panel meetings
- Has been in contact with Kimberly Knight about New Members Interest Group and initiatives to entice new members and their involvement in the association, including the creation of a series of "Getting to Know MLA" web meetups.
- Has been asked by Linda Zuckerman to make a video to introduce MLA to new Library Associates
- New form for Unit Reports has been distributed, new Workplan form will go out ahead of the October 1 deadline

President-Elect's Report (Andrea)

Executive Director's Report (Margaret)

- Regarding a report citing statistics for Facebook and the MLA website, Eric Walls suggested page views and page likes are important, Tiffany noted that post engagements are important, David noted that focusing on social media engagement could lead to more questions the organization could have for the users, what to do with this information? How could it benefit units? idea was floated to send statistics to units for them to evaluate and improve upon (goals)
- Beginning with September's meeting Margaret will no longer print documents for Executive Board meetings. These will be emailed.
- Unit Reports are due September 1; all units should be submitting reports despite activity level

- Investment Report, in its entirety will go to Steering Committee, summary will go to Executive Board
- Upcoming, August 29 - Professional Development Panel (PDP) meeting, September 5 - audit, September 7 - Legislative Panel
- Noted business at MACo meeting, photo op. with Governor Hogan
- Ben Cardin gave a talk at MACo and indicated that FY19 IMLS funding would be preserved
- Maureen Sullivan has finished developing Director's University Part Two to take place October 3, 1:00-8:00 pm
- Everyone Leads follow up in Laurel, September 25th, 10:00 am-4:00pm

Patty will be on vacation at the end of August, will get audit information to Margaret by September 4

Quickbooks software needs to be updated, currently on version 14

MLA hardware needs to be updated to current Office and Windows

ALA Councilor's Report (David)

- Due to time constraints, will email American Library Association (ALA) effectiveness initiative

Planning for virtual meetings, plan for Stuart to execute at September Executive Board meeting, Stuart and Tina are developing best practices, Stuart will send out invites for Executive Board meetings, Tina send out request for Conference Committee meetings

Past President's Report (Denise)

Conference Director's Report (Tiffany)

- The committee is in the first stages of outlining the schedule of speakers, events, and programs that will take place at 2019's conference

Motion to adjourn, Tiffany motioned, Patty seconded, all voted in favor, approved.

Next Meeting

24 October 2018 / 10:00 AM - NOON / MLA Office