

Maryland Library Association  
Steering Committee Meeting  
October 19, 2016, MLA Office

**Attendance:**

Mary Anne Bowman (Secretary), Margaret Carty (MLA), Lucy Holman (ALA Councilor), Julie Ranelli (Conference), Patty Sundberg (Treasurer), Kathleen Teaze (President)

**Excused Absences:**

Denise Davis (VP/President Elect), Mary Hastler (Past President)

**Call to Order – 10:05 AM by K. Teaze**

**Changes to the Agenda - None**

**Previous Minutes:**

L. Holman motioned to approve the August 16, 2016 minutes as written. Seconded by P. Sundberg. Votes were all in favor.

**Treasurer's Report: P. Sundberg**

- Fiscal sheets were distributed: Balance Sheet (green), Profit & Loss Budget vs. Actual (blue), Commonwealth Financial Network Portfolio statement (white).
- L. Holman motioned to accept the financial documents to submit for auditing. J. Ranelli seconded the motion. Votes were all in favor.

**Unfinished Business:**

- Awards – Phone conference with Cindy Steinhoff, Awards Chair. Discussed changing the award criteria for the Outstanding Member Award to allow for eligibility to non-members of MLA specifically those that have recently retired, but let their membership lapse. J. Ranelli made a motion to extend the nomination to include retirees who were MLA members within 12 months prior to the nomination. L. Holman seconded the motion. Votes were all in favor.

**New Business:**

- BBF Invitation for 2017 – Kathy MacMillan, Chapter President of the Society of Children's Book Writers and Illustrators, asked that MLA cosponsor a booth at the Baltimore Book Festival. J. Ranelli made a motion to decline the invitation and defer to Citizens for Maryland Libraries. L. Holman seconded the motion. Voter were all in favor.
- Strategic Planning – Denise Davis will chair the task force for strategic planning. A survey will be conducted for all MLA members. P. Sundberg will send the Steering Committee the draft survey. Strategic planning meetings will be held at 9 a.m. before the Executive Board and Steering Committee meetings. The plan needs to be distributed to members by April 2017 for approval by members.
- IRS Audit – On Tuesday, October 25, the IRS will be auditing MLA. M. Carty has worked extensively on preparing for the audit.

**President's Report: K. Teaze**

- Attended the Maryland Non-Profits Conference in September.

**Past President's Report: M. Hastler (not in attendance)**

**President Elect: D. Davis (not in attendance)**

**ALA councilor's Report: L. Holman**

- Will be attending Midwinter. Will attend the Friday Forum for State Chapter Councilors.
- Lots of discussion about guns in libraries at ALA.

**Conference Director: J. Ranelli**

- The committee did a site visit and the new venue looks like it will work well for the MLA Conference.
- There were 50 program ideas submitted.
- The website will be live next month.

**Executive Director's Report: M. Carty**

- MLLI – hoping to have it again in 2017. Will have a new curriculum and new application process.
- WWI Exhibit – waiting to hear back from the Airforce Museum. Will report about it at the Fall MAPLA meeting.
- Standards of Excellence due in two weeks.
- In December will attend MACO with Mary Baykan.
- Will attend Midwinter.
- K. Teaze asked if the Head of Membership & Marketing can use the MLA social media to do a membership drive. M. Carty gave her approval.

**Adjournment was motioned and seconded at 11:31 a.m.**

Respectfully submitted by M.A. Bowman on October 31, 2016.