

**Maryland Library Association**  
**Executive Board/Advisory Council**  
**November 14, 2012**  
**10AM**

**Attendance:** Natalie Bureclaff , Audra Caplan, Margaret Carty, Laura Cole, David Dahl, Mark de Jong, Tony Eckard, Emily Gamertsfelder, Melissa Hepler, Pat Hofmann, Lucy Holman, Elizabeth Hulett, Paula Islet, Erica Jesonis, James Kelly, Jim Klima, Eileen Kuhl, Robbie McGaughran, Mary Elizabeth Murtha, Carl Olson, Heather Owings, Jo Pinder, Elizabeth Pratt, Stuart Ragland, George Sands, Glennor Shirley, Simmona Simmons, Mary Somers, Patty Sundberg, Lynn Wheeler, Carrie Willson-Plymire

**Excused Absences-**Jackie Adams, Mary Baykan, Natalie Edington, Heidi Gillis, Mary Hastler, Susan Modak, Daria Parry, Susan Paznekas, Katy Sullivan

**Unexcused Absences-**Annette Haldeman, Mary Mannix, Cynthia Steinhoff

**Call to Order:** Meeting was convened at 10:03 by Lynn Wheeler

**Changes to the Agenda:** None

**Changes to the September 19, 2012 minutes:** Glennor Shirley asked that her deadline for nominations be corrected to the end of November 2012. Carrie Willson- Plymire moved that the minutes be accepted. Pat Hofmann seconded the motion.

**MLA Investment Report:** Jim Klima, MLA's investment advisor began the meeting by answering questions that the Steering Committee had sent about current investments and considerations for changing the investment policy to be more aggressive. Jim explained that the investment policy goals were to have low risk balanced investments with at least a 7% average annual return. The average annual return for the past 10 years has been 5 ½ %. The lower return is indicative of the recent economic downturn. 40% of MLA's investments are in equities and 60% are in bonds and cash. He recommended retaining current strategy at least for the next 2 months when some major political changes may influence current tax rates and federal budget cuts. Pat Hofmann suggested that we keep the current strategy and examine again in spring, 2013. Lynn Wheeler will make MLA investment account available for all Board members to view. Any members that have further questions or suggestions should forward to Lynn Wheeler by next Steering Committee meeting.

**Treasurer's Report-** Daria Parry was absent from meeting. Margaret provided the membership Profit and Loss Statement for October. Profits are better than last year at this time. Membership is up primarily from the Student Membership initiative. Margaret explained that the profit/loss figures vary depending on the time of the year. All balances will be adjusted by the end of the fiscal year. James Kelly asked if division profits are for all programs or just for stand alone. Margaret verified that the figures are for stand alone not Conference.

**President's Report-** no items

**Past President Report-**no items

## **Conference Directors Report**

- cover of catalog for Conference has been chosen
- 3 key note speakers are confirmed, keynote speaker ;Lee Raine from the Pew Institute will be the Wednesday speaker, Joe Raiola -Thursday, Eli Neiburger-Friday
- Dance party, Pub quiz and silent auction are being organized
- Most programs in place and paperwork received
- Delaware will be contributing 8 programs this year

## **Executive Director's Report-**

- Paula & Margaret attended the Oral Health Program
- Reported that MLA and DLDS will be working with the Maryland Dental Association to promote oral health. Paula Isett confirmed that DLDS will have program kits available to be reserved through DLDS to support the initiative.
- Attended the Read across Maryland meeting sponsored by MSEA (Maryland State Education Assoc.). More information will be coming about title chosen for 2013.
- Announced that Cindy Steinhoff of Anne Arundel Community College library has rescheduled opening day tours which were canceled because of hurricane, Sandy. The tour will be Nov. 30 at 10AM. RSVP to Cindy if you to attend.
- Distributed a flyer advertising the Special Libraries Association (SLA event at the Baltimore Museum of Industry on Dec. 5, 2013 from 5:30-8:30. Carrie and Margaret will be attending. Details are on MaryLib.
- Reported for Annette Haldeman that deadline for all CRAB articles is Dec. 5.
- Noted that Annette will be searching for Maryland artists to be included on upcoming CRAB covers.
- Audit is complete and everything is in good condition.
- New copier will be delivered Nov. 15.
- Chris will be sending a survey to members that have not renewed their membership instead of making phone calls.
- Distributed 990 Form and financial report from the Accounting firm.
- Federal Legislative Day will be on May 7-8, 2013. MLA members will be attending on Tuesday, May 7. More information will be coming.
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## **Round the Table Briefs**

### **Divisions**

#### **ACRL-David Dahl**

- Coordinating upcoming program Stats Amazing! Research Methods & Statistics for the Busy Librarian-program sold out
- Have 8 programs for May conference
- Hosting Happy Hour with DEAL on Dec.7

#### **ACRL-Natalie Burclaff**

- MD online journal club will take place Friday, November 30

#### **APLSS-Laura Cole-No report**

#### **CSD-Eileen Kuhl**

- Hosted Kids are Customers, Too Workshop in October
- Planning for Mock Newbery workshop in Denton in January
- Planned Southern/Western Conferences for March/April 2013- topic STEM programs

#### **LMD- Patty Sundberg**

- Brainstormed goals for next year

- Held 1<sup>ST</sup> virtual meeting
- Organizing 4 programs for MLA Conference

**PSD-Melissa Hepler**

- Final planning for upcoming program “Overcoming Service Barriers” on December 6

**TSD-Technical Services Division-Mary Elizabeth Murtha**

- Have two candidates for positions next year
- The Technical Services Division of MLA will be meeting at The Johns Hopkins University Sheridan Libraries to discuss digitization as a preservation initiative. On December 7

**Committees and Panels**

**ALA Chapter Councilor-Pat Hofmann**

- Reported that Georgia was going to close Archives library. Decision was made to retain Archives and transfer information to the University system
- Maureen Sullivan(ALA president) will attend Legislative Day and agreed to go on the Senate floor
- Pat distributed Statement by Library Associations in Support of Efforts of ALA and the Working Group on Digital Content. She will report on this at the mid-winter Conference and send a copy to MARYLIB.
- ALA would like to meet with MLA to discuss grass roots efforts to publicize ebook/publisher concerns

**Intellectual Freedom Advisory Panel-Mary Somers**

- Attended virtual meeting with other Intellectual Freedom chairs

**Professional Development Panel- Elizabeth Pratt**

- Reminded everyone that program approval sheets should be in 2 months before program

**Advisory Council**

**DEAL- Mark DeJong**

- 31 new memberships
- 11-13 mentors matched
- Highlighted program held in October *Careers in Federal Libraries*

**DLDS-Paula Isett**

- Library Makerspace Meetup program will be held at the West County Branch of AACPL on Nov. 28
- Marketing 101 Training will be held on 12/13 at the Miller Branch of Howard Co. and will be repeated at MLA conference

**External Relations Task Force- Audra Caplan**

- Held first meeting in September
- Set goals, priorities and agenda for completion
- Will be contacting other states to find similar groups

**Fundraising-George Sands**

- Rescheduling meeting
- Will be scheduling meetings with potential supporters

**GIIG-Carl Olson**

- Updated forms for Conference
- Organizing tour of the State Department Bunche Library
- Working on Webinar on Department of Energy Databases

**Marketing and Membership-Natalie Burclaff**

- Orientation session at Conference is being updated
- Organizing ideas of value of being a member of MLA to promote

### **Outreach Services Interest Group-Robbie McGaughran**

- Developing one program for MLA conference with 4 panelists with a content of broad appeal  
**TIG (Teen Interest Group)**

- Heather Owings was appointed as new chair and has scheduled a meeting for December

### **Maryland Library Leadership Chair-Elizabeth Hulett-no report**

#### **Technology Committee- Stuart Ragland**

- Aided in establishment of new interest group, SMUG

### **Old Business- MLA Bylaws**

Jo Pinder distributed a draft copy of new bylaws with the removal of conflicting points.

- Three areas highlighted in bold require discussion (Article 3-Sec.2, Article 5-Sec.4 and Article 11-Sec.3).
- Executive Board should examine draft and compare old and new bylaws and email suggestions to Jo Pinder (jpinder@bcpl.net)
- Reported that it is mandatory that according to the bylaws that there be TWO candidates for each elected position
- Glennor will need to reconsider current list of candidates and search for additional people who may be interested in running. It was recommended that all candidates be viable selections.
- Suggestions for candidates; current division presidents, individuals who attended MLLI this year and other MLA active participants
- Recommended that leadership grooming and succession planning within the organization be examined
- Glennor will bring additional candidates to December Steering Committee meeting
- Election information will be available for January Happenings
- Division bylaws have not been examined at this time

### **Baltimore Book Festival**

- Collaboration between CML, MASL and MLA was successful and allowed for the burden and cost to be shared

### **New Business**

#### **MLA Reimbursement for programs**

- Form is available on MLA website
- Form/Invoice and Receipts must be sent directly to MLA Office

#### **SMUG (Social Media Users Group)**

- Stuart Ragland distributed overview of group and asked for approval. Pat Hofmann moved and Carrie seconded motion
- Chair has been selected-Erica Karmes-Jesonis

Memorial resolution will be written for Barbara Webb by Lynn Bradley and Pat Hofmann