

Maryland Library Association
Executive Board/Advisory Council Meeting Minutes
November 16, 2016 10 AM – 12 PM

Attendance:

Mary Baykan (Legislative), Mary Anne Bowman (Secretary, Bylaws), Margaret Carty (MLA), Jessica Crutchley (CSD), David Dahl (PD), Denise Davis (VP), Jim DeArme (SMUG), Margaret Dull (TSD), Natalie Edington (Legislative Panel), Michelle Hamiel (Assistant Conference), Mary Hastler (Past President), Bryan Hissong (LDD), Lucy Holman (ALA Council), Elizabeth Howe (Archivist), Teonja Jung (SSD), James Kelly (MLLI), Monica McAbee (IFAP), Dennis Nangle (DLDS), Carl Olson (GIIG), Tina Pickens (OSIG), Stuart Ragland (Technology), Julie Ranelli (Conference), Alan Simpson (PSD), Patty Sundberg (Treasurer), Tiffany Sutherland (TIG), Kathleen Teaze (President), Joseph Thompson (Fundraising), John Venditta (Nominations), Lynn Wheeler (Author Award)

Excused Absences:

Annette Haldeman (Crab), Claire Holmes (ACRL), Bob Kuntz (Website), Tracy Miller (MAPIG), Cindy Steinhoff (Awards)

Unexcused Absences:

Michael Gannon (Membership), Carly Reighard, (Maker IG)

Call to order at 10:07 AM

Changes to Agenda

- Two polices need to be updated and approved
- ESSA Presentation will be at a later date
- New Business: Revise Criteria for Evaluating MLA Educational Grant Applications

Minutes – M.A. Bowman

- Multiple changes and information needed from M. Carty. L. Holman moved to postpone the approval of the minutes for the September 21, 2016 meeting and P. Sundberg seconded the motion. Minutes will be reviewed and approved at the January meeting.

Treasurer's Report - P. Sundberg

- Budget sheets were distributed. Balance Sheet as of November 10, 2016, Programs & Divisions, Programs & Divisions – Revenue & Expense Budget and Profit and Loss Budget vs. Actual.
- P. Sundberg reported the following:
 - We have \$10,831.75 more than last year at this time and \$3,465.57 less than October. We're paying bills, using the income from last year's conference and programming as we should.
 - Profit and Loss – We brought in \$28,966.46 in income last month. This brings our Gross Profit to \$91,105.29 which is more than we has at this time last year.

We spent \$28,465.52. This brings our total expenses to \$96,225.22 for a net income of -\$4,484.47. Last year at this time we were at -\$21,180.76.

- Divisions and Programs – We have only brought in 60% of budgeted income but have spent 92.23% of expenses. Only three divisions have held programs so far. Don't let the year get away from you.
- D. Davis motioned to approve the financial reports to be filed for audit, and L. Holman seconded the motion.
- IRS Audit – 990 form was reviewed by the members of the Board. No comments. Audit was squeaky clean.

Unfinished Business

- Awards Committee Recommendation – Cindy Steinhoff
 - Steering Committee recommended the Outstanding Member award eligibility be changed to allow for non-members of MLA specifically those that have recently retired, but let their membership lapse. The amendment extends the nomination to include retirees who were MLA members within 12 months prior to the nomination. M. Baykan made a motion to accept the proposed amendment recommended by the Steering Committee and M. Hastler seconded the motion.

New Business

- Proposal to revise criteria for evaluation MLA Educational grant applications – David Dahl presented the proposed revisions:
 - Quality of the submitted applications, including thoroughness and attention to detail
 - The activity's potential value/ROI
 - The applicant's level of involvement in MLA
 - The applicant's previous MLA Educational Grant Award history.
 - The credentials of the activity's sponsor
 - Equity of distribution among staff of the various types of libraries, and among members from different geographical regions.
- J. Ranelli moved that we accept the proposed changes to the criteria for evaluation of MLA Educational Grant applications and D. Davis seconded the motion.
- Review of policies
 - Conflict of Interest policy was reviewed and reaffirmed that it is still valid and appropriate. L. Holmon moved that we accept the affirmation of validity of the Conflict of Interest policy and M. Baykan seconded the motion.
 - Reviewed the Executive Director's job description. Reaffirmed that it is still valid and appropriate. M. Baykan made a motion to accept the affirmation of validity of the Executive Director's job description and M. McAbee seconded the motion.

President's Report - K. Teaze

- Sent a reminder note to MLA membership to encourage participation in the member survey.

Vice President's Report – D. Davis

- Visited the Western Maryland Regional Library
- Attended the ASRL MD #CRITLIB program
- Working on the MLA Strategic Plan
- Follow her on Twitter @ddavismjsd

Past President's Report – M. Hastler

- Attended the Library of Congress Literacy Award Ceremony
- Completed M. Carty's performance evaluation. Margaret is amazing as always.

ALA Councilor's Report – L. Holman

- ALA issued statements about libraries, the association, diversity and inclusion as well as offering expertise and resources to the incoming administration and Congress.
- There are plans for a unity march at Midwinter.

Conference Director's Report – J. Ranelli

- Planning going well
- Will review the new conference website at today's meeting
- Will be proofreading the conference brochure

Executive Director's Report - M. Carty

- Working with J. Venditta on election nominations, applications.
- MLLI will be next summer at the Donaldson Brown Conference Center. Maureen Sullivan will facilitate. Hope to have applications out by the end of the year. There will be a Strategic Leadership institute developed next.
- Working on Standards of Excellence application. P. Sundberg is assisting with the online portion of the application. Should be complete by the end of November.
- February 14 is the Legislative reception in Annapolis.
- Working on WWI display and application will be out soon.
- MLA received donations from a former librarian. Many have been given away and some will be used in the silent auction.

Reports from Units

- L. Wheeler gave information on the Nettie Taylor memorial.
- LDD will have 5 workshops and 1 pre-conference at the MLA Conference. Brian Hissong will lead a session on The Fifth Discipline and Library Leadership based on Peter Senge's book.
- J. Thompson requested that the name of the Maryland Library Leadership Institute (MLLI) be changed to the Nettie Taylor Maryland Library Leadership Institute. This name change will recognize the extraordinary work of Nettie Taylor and be a living tribute. Her biography and information about her work will then be available on the MLLI website. M. Hastler made a motion to change the name of Maryland Library Leadership

Institute to Nettie Taylor Maryland Library Leadership Institute with a more formal name change proposal to follow. J. Ranelli seconded the motion.

- M. Baykan reminded everyone that Maryland Library Legislative Day is February 14th. This is the 10 year anniversary of the Public Library Capital Grant bill also. A presentation is being prepared to show the results of capital grants across the state.
- L. Wheeler announced that the Maryland Author Award will go to Jason Reynolds, co-author of this year's One Maryland One Book, All American Boys. He will be the first African American to receive the award.
- M. McAbee let everyone know that the December Intellectual Freedom panel meeting will be at the AACPL Headquarters and also on Google Hangouts.
- T. Pickens reported that the PSD program Genre Bootcamp program was very successful and OSIG might do a similar program.
- N. Edington reported that there are 3 new members of Congress after the election that will need to be educated about libraries. National Library Legislative Day will be May 1st and 2nd. There is an increase in the registration fee.

M. Baykan motioned to adjourn. M. Bowman seconded the motion. Adjourned at 11:37 a.m.

Respectfully submitted by Mary Anne Bowman on December 6, 2016.