

Maryland Library Association

Minutes

Executive Board/Advisory Council Meeting

Wednesday, November 18, 2020

10:00 a.m. – 12:00 p.m.

MLA Office, 1401 Hollins Street, Baltimore VIRTUAL MEETING

In Attendance

Mary Anne Bowman (Vice President), Carl Olson (Treasurer; GIIG), Melissa Gotsch (LAIG), Annette Haldeman (CRAB), Margaret Carty (Executive Director), Elizabeth Howe (Archives), Tyler Wolfe (Conference Director), Kimberly Day (TIG), Laura Boonchaisri (Marketing), Megan Sutherland (LAIG), Sam Eddington (PSD), Kelsey Hughes (TIG), Nay Keppler (PDP), Anita Crawford (LDD), Robin Soma-Dudley (SSD), Lois Entner (ACRL), David Dahl (ALA Councilor), Bryan Hissong (LLTC), Lisa Swain (MAPIG), Morgan Miller (President), Sabine Simonson (OSIG), Debby Bennett (Award Committee), Joe Thompson (Nominations), Sara Brown, Tamar Sarnoff (MSL), Meg Faller (RAIG), Jennifer Diaz ()

Excused Absences

Natalie Edington (Leg Panel), Lisa Kenyon (Author Award), Ryan O'Grady (Tech Committee), Tracy Miller (FoLIG),

Unexcused Absences

Call to Order

Morgan called meeting to order at 10:00am.

Morgan Miller

Changes to the Agenda

No changes to the agenda.

Minutes September 16, 2020

David Dahl motions to approve the minutes. Mary Anne Bowman seconds.

Conni Strittmatter (5 min)

Treasurer's Report

Carl Olson (10 min)

Balance Sheet

- Bank balances were \$83,785.69, around three times the balance from last year due to the different schedule and timing from this year.
- Long term reserves are at \$122,879.14, nearly the same as last year
- Accounts payable were negligible

- Retained earnings were at \$225,191.85, 25% higher than last year
- Net income was a loss of \$18,586.31 compared to a loss of \$34,605.46 last year, a 46.29% difference.
- Total liabilities and equity were at \$206,604.83, 42.18% higher than last year

Profit & Loss

- Unrealized gain/loss was a gain of \$3,744.24 compared to a gain of \$459.64 this time last year. The market is starting to recover a bit.
- Annual conference income is at \$41,255.00. Registration brought in \$39,195.00. Total is 445.34% higher than last year.
- Fundraising income is at \$570 due to Nettie Taylor Leadership fund
- Jobline income has risen to \$400 compared to \$1,450 from last year
- Membership income is at \$21,576, down slightly from last year.
- Educational grants received a \$25 contribution
- Miscellaneous income has \$719.18
- Program income rose to \$2,750, down 39.06% from last year. This is due to the hold on programs because of the virtual conference.
- Gross profit is at \$72,140.77, 40.01% down from last year
- Conference expenses are up to \$11,973.32, 61% higher than last year owing to the shifted schedule
- Bank and credit card fees are at \$1,998.18, 32.71% higher than this time last year
- Scholarship expenses are at \$575
- Office expenses are at \$3,301.79, lower by 22% compared to 2019
- Personnel expenses are at \$39,437.17, down about 29% compared to 2019
- Total expenses are at \$91,466.21, down about % from the previous year
- With other income of \$739.13, the net income is a loss of \$18,586.31. This loss is 46.29% less than last year

Budget vs Actuals

- Annual conference income of \$41,255 represents 20.41% of the projected budget for this year
- Fundraising income, at \$570, is about 3% of what we budgeted so far this year
- LLT committee has taken in \$962.50, which is about 3% of what was budgeted this year
- Jobline income has taken in \$400, 11.43% of the budgeted amount. This may increase as the economy recovers
- Membership dues are at \$21,576.00, 26.33% of the annual budgeted amount. This also may increase as confidence in the economy restores.
- Miscellaneous income is at \$719.18, about 359.59% above expected
- Programming income of \$2,750 is at 11% of what we hope to achieve
- Total income of \$72,140.77 is just under 20% of the budgeted amount
- Annual conference refunds were \$30,565
- Annual conference expenses are currently at \$11,973.32, about 10.38% of what we budgeted
- Bank and credit card fees are at \$1,998.18, about 25% of what was budgeted
- Scholarship are at \$575, about 19% of what we've budgeted
- We've yet to put out any fundraising expenses

- Office expenses of \$3,301.79 is 17.11%, still ahead of the annual pace
- Personnel expenses at \$39,437.17 is 25.57% of the budgeted figure
- Professional fees are at \$2,200. We have paid that to the auditor. This is 33.85% of our budget this year
- Program expenses are at \$893.75 which is about 18% of what has been budgeted
- Publications are at \$200, which is 7.69% of the budget
- Total expenses are at \$91,466.21 which is 24.91% of the annual budgeted figure
- Other income of \$739.13 represents % of what is anticipated
- Net income of a loss of \$18,586.13 is -2,420.47% of the budget but we expect to make that up throughout the year.

Comments and Questions

- Morgan reminded unit leaders to focus on hosting programs between January and April to avoid the 2020 and 2021 conference.
- Morgan will be discussing membership with Tiffany and the membership committee to see what we can do to rebound our membership numbers.
- Margaret notes that it is difficult to discern what conference expenses are for 2020 and 2021. She would like to make it clear on the next report.
- Robin Soma-Dudley motions to file the report for audit. Tyler Wolfe seconds.

Unfinished Business

No unfinished business

New Business

- Joe Thompson's nominations and election committee has put together a strong slate of nominations. Ordinarily, these would have gone to the steering committee last month, then to the executive committee today. However, there are two units who have not gotten in their nominations yet. Once they are in and certified as members, Margaret will send it to the board for approval.
- Morgan Miller shared the list of committee members for the Equity, Diversity, and Inclusion Task Force for approval by the board. The list of members include Margaret Carty, Andrea Berstler, Joe Thompson, Moushumi Chakraborty, Denise Davis, Mary Anne Bowman, Nini Beegan, Teresa Miller, Kenneth Wayne Thompson, Morgan Miller, Shirley A Mason, Brenda Johnson-Perkins, and Ashley Teagle.
 - o Nay Kepler motions to approve the list of committee members. Carl Olson seconds.

President's Report

Morgan Miller (5 min)

- Michelle Hamiel has done a great job of reinvigorating the EDI committee. They have met three times already. Very soon, we will see the completed work from the task force over the last few years – a code of conduct to create EDI friendly meetings and programs.
- Another initiative being explored is creating a Black Caucus for MLA. A few members have brought this forward and is being discussed by the EDI task force. The EDI task force does not necessarily provide the safe space needed for staff discussion and support. Richard Ashby from the ALA Black Caucus came to discuss it with the EDI task force and they are looking at other states with a Black Caucus within their state organization.

- Mary Anne Bowman would like to add that we need to work on how we recruit, adding going to HBCUs to promote librarianship
- Much of Morgan's work these past few months has been with the Legislative Panel.
- Legislative day will be virtual this year, which MLA sponsors. Legislative panel are working on building relationships with key library champions.
- Carrie Willson is starting to coordinate the virtual legislative day. They have plans to work with LAIG to create materials for the day.
- Two pieces of legislation we are looking at right now:
 - Building Lifelong Learning Act – this makes libraries fine free for youth up to age 18 and gives a small amount of per capita funding increase to offset that loss of revenue, and increases the capital grant by a couple million dollars. This bill was vetoed by Governor Hogan. However, we are working with Senator Sarah Elfreth, who introduced it, to override the veto. Many directors have written testimonies about why this is needed. The fine free portion is not too much of a burden since many libraries have gone fine free currently. It does seem likely they will also attempt a Kirwan Commission veto override as well.
 - There is legislation being developed around discriminatory pricing as a response to Macmillan's eBook
- We really need to turn to the strategic plan and our approach to redoing it in the next year as our current one ends in 2021. Morgan is looking forward to designing it and moving forward on it.
- Morgan congratulates Nay Keppler and everyone involved in the MLA 2020 Conference. The orientation often draws around 10 people. This year's virtual orientation drew 75 people – it was a huge success.
 - Nay says she was concerned that people may taper off throughout the conference but people continue to attend.
 - They are working on getting ready for their next social event.
 - Nay thanks everyone for their work on the conference, include the MLA office staff and production assistants.
 - ALA chapter relations will be doing a program about the virtual conference experiences of all the states. Nay will be representing MLA in that program.

Vice President/President Elect

Mary Ann Bowman (5 min)

- Mary Anne attended the EDI task force meeting.
- The Professor Kendi program was an excellent discussion. Thanks to Sam for bringing that to Maryland.

Executive Director

Margaret Carty (5 min)

- The Support Staff Division's secretary had to step down from office. Lou Sica has stepped up to the plate as the secretary. He was appointed by the division president to assume that office.
- We have definite word from the Hyatt that we are canceled for 2021. All terms of the contract are transferred to 2024, which means our price will not go up.
- Margaret has been working with Tyler on the conference and we are in very good shape. As of December 1st, the program will be 100% put together and can start being sent to the graphic artist.

ALA Councilor's Report**David Dahl (5 min)**

- Registration is open for ALA's virtual Mid-Winter conference. There is a nice line up of keynote speakers. Library workers who have been furloughed, laid off, or have a loss/reduction of pay can register for free.
- ALA's Forward Together will have a virtual constitutional convention at conference. Many of the pieces of the restructure will be worked out there prior to any voting on the changes.
- December 16th is the upcoming chapter exchange, in which Nay Keppler will discuss the MLA virtual conference.
- The state library resource center has put together a zoom guide for the library community.
- ALA has a partnership with an organization called Humble Bundle to raise funds for social justice and anti-racism efforts. David will share the link to the fundraising information.

Past President**Andrea Berstler (5 min)**

- Andrea Berstler was not in attendance today.

Conference Director's Report**Tyler Wolfe (5 min)**

- 2021's conference will be all virtual, May 3-7.
- We have a great slate of programs.
- The timeline is roughly on track with a few setbacks. The social committee has new members. The website is getting started, handed off from Sam Eddington to Jennifer Jones and Amy Miller-Meyers
- The graphic designer will start work on the program soon

Reports from Units**Unit Leader (1 min)****"Hey, just a minute"****Total = 15 min**

- Elizabeth Howe (Archives) – There is not much to report since people are not sending much to the office due to the current circumstances. Anything going to UMD she is keeping in a safe place until she can bring them over.
- Megan Sutherland (LAIG) – LAIG helped with a recent MLA conversation about advocacy. The steering committee continues to meet and will provide support for virtual legislative day.
- Kimberly Day and Kelsey Hughes (TIG) – TIG submitted three programs for the 2021 conference. They have a new google site for their members to keep in touch and offer ongoing resources with a subcommittee working on it.
- Robin Soma-Dudley (SSD) Thanks to Margaret and Joe for helping with the resignation in SSD. Robin attended the Friday MLA Conversations. One person reached out and said she didn't realize that MLA was for people other than librarians, which means the conversation program worked well! They have a standalone program coming up co-sponsored with IFP.

- Sara Brown (IFP) – IFP has a standalone program set for March they are cosponsoring with SSD. They are working hard on presenting at the 2020 conference and getting ready for the 2021 conference.
- Nay Keppler (PDP) – PDP is gearing up for the next round of educational scholarships, due January 15th. They want to make sure staff at all levels can apply. Nay met with Michelle Hamiel to look at program planning processes with an EDI lens. There is a PDP subcommittee to revise the program planning manual for virtual programs, but will also include revisions that discuss EDI. Revisions will be submitted by around February. So far, PDP has only approved one program (the IFP/SSD March Program). They hope to receive more program proposals for the space between conferences soon. Please use the virtual program submission form.
- Sam Eddington (PSD) – They have been working on the 2020 and 2021 conference. Their next meeting is December 10th.
- Meg Faller (RAIG) – RAIG had a great second meeting. They are ready to go with their 2021 conference programs. They had a very successful social back in September and will be planning another in the future. This one will likely focus on diverse children’s books.
- Joe Thompson (Nominations) – This Friday is another MLA conversations, discussion HBCU to Library Profession pipeline. Nominations will be coming soon. MLA conversations will take a week off for Thanksgiving.
- Melissa Gotsch (LAIG) – Getting ready for Leg Day
- Lois Entner (ACRL) – ACRL is meeting monthly. They’ve had a series of great conversations about how they are adapting to online services. Their next meeting is Friday – all are welcome. They are doing a series called “Back to Library School.” They’ve reached out to library schools to see if anyone would like to present on new ideas coming up with students getting their degree.
- Debby Bennett (Awards) - MLA awards - still presenting awards for 2020. Three today at 3 pm. Deadline for nominations 2021 is this Friday, Nov 20.
- Bryan Hissong (LLTC) – LLTC just had two sessions of Executive University. Michelle Hamiel facilitated EDI trainings there. They are looking at how they can consider EDI more in MLLI.
- Annette Haldeman (CRAB) - The Crab's next deadline is 12/5, with the issue being published on 1/15. Another note--the Crab is now being done pro bono by our art director/production person, Bucky Edgett.
- Laura Boonchaisri (Marketing) – Laura has just returned from maternity leave. They are meeting soon.
- Anita Crawford (LDD) - We are really excited about our 2021 conference programs we are working on surrounding workplace friendships, the problem with perfectionism in librarianship, and hopefully one about imposter syndrome presented by medical professionals.
LDD co-hosted the trivia night related to banned books week alongside IFP and we had about 16ish people come for the social event. We were able to promote LDD’s upcoming conference programs and the division in general.
We are working with a presenter to have a standalone program about trauma-informed library spaces that we are hoping to fit in early 2021.
LDD has an amazing Steering Committee, but all of them are feeling responsibility tapped out with what they do now, their job, and of course the pandemic, so we are trying

to get a new Vice President/President and I am hoping we'll get all forms to Joe by the end of the week.

We read *Biased: Uncovering the Hidden Prejudice That Shapes What We See, Think, and Do* by Jennifer L. Eberhardt and discussed a lot about how bias impacts our impressions and how we connect with people. During the Ignite Talk last week, Krista and I were able to quickly change our topic to build off this idea to discuss bias in the realm of interviewing and hiring. We are still trying to grow attendees and members in the area of anti-racism so we had some challenging conversations about police presence in the library and also how an experience of someone who immigrated to the US feels about bias.

Our next selection is *You're Not Listening: What You're Missing and Why It Matters* by Kate Murphy on January 14th.

- Tamar Sarnoff (MSL) – MSL is excited about the 2021 conference. Tamar would like to know if the program will have a booklet and if MSL will be able to support the conference via an advertisement. They will have funds to send staff to the conference in 2021.
- Betsey Brannen (CSD) – CSD held their first conference program for 2020 in October. It was a Guerrilla Story Time educational talk. There were 23 people in attendance. In November, they had a program on caregiver led safe spaces. Their final program will be in December on compassion fatigue. They have 9 program submitted for 2021 conference. They are planning their second Black Eyed Susan Tapestry to focus on the fiction Black Eyed Susan titles, including a presentation by Pablo Cartaya. This will be March 4th.
- Carl Olson (GIIG) - GIIG still has one 2020 program for January 14th, on all-electronic depository libraries, and three programs for 2021 from the Government Accountability Office, the Law Library of Congress, and the Historian of the U.S. Census.
- Sabine Simonson (OSIG) – The outreach Facebook page is going well – please follow the page! Talbot county has been open since mid-August and has had no issues with anyone getting sick.
- Tracy Miller (FoLIG) – Tracy was not able to attend, but sent her update via email prior to the meeting. FoLIG had a successful roundtable discussion on Mental Health and Social Justice on Monday, October 5. There were 15 attendees. Our next discussion will take place on Monday, December 7 at 10:30 am. The topics are Public Service and Workforce. Information and a link to sign up for the meeting will go out this week. They always invite folks to share in the conversation by joining our Slack, folig.slack.com. And I was having some difficulty with the Folig list serve, so I created an email list for regular participants in Folig meetings. If you are not on that list and want to be, please email me.

Adjourn

Tyler Wolfe motions to adjourn. Mary Anne Bowman seconds. The meeting is adjourned at 11:22am.