

Maryland Library Association
Minutes
Steering Committee Meeting
Wednesday, December 14, 2022
1:00 p.m. – 3:00 p.m.

VIRTUAL MEETING

<https://marylandlibraries.zoom.us/j/93442067028>

In Attendance: Mary Anne Bowman (Past President), David Dahl (ALA Councilor), Kelsey Hughes (Conference), KennethWayne Thompson (Vice President/President Elect), Nay Keppler (President), Carl Olson (Treasurer), Conni Strittmatter (Secretary)

Excused Absence:

Call to Order and Welcome

Nay Keppler

- Nay called the meeting to order at 1:01pm

Changes to the Agenda

-

Minutes October

Conni Strittmatter

- Conni will post the minutes to mdlb via Bob Kuntz today

Treasurer's Report

Carl Olson

Balance Sheet

- Total bank accounts are in at \$132,601.99, down just under 4.5% from last year
- Total other current assets are in at \$123,321.47, about 14% down from last year. We were further ahead on conference sponsorships last year
- Total current assets are in at \$259,618.46
- Total liabilities and equity are in at \$259,618.46

Budget vs. Actuals

- Annual conference income is in at \$31,215, or just under 15% of the total budget for the year
- Fundraising income is at \$692, just under 3% of the budget
- Jobline income is at \$1,575, which reflects the national employment picture. This is just over 52% of the annual goal
- Membership dues are in at \$26,708, or 27.3%
- Group programs are at 13.05% of the annual goal, which is \$3,131.25
- Gross profit is therefore at \$63,571.06, or 15.83%
- Conference expenses are at \$1,196.59, or .92% of the year

- Bank and Credit card fees are at \$1,873.36, or \$23.42% of the year
- Office expenses stand at \$9,092.55, about 55% of the annual allotted amount
- Payroll reporting from BCPL has been lagging, so the personnel expenses do not fully reflect what has been paid out at this point. It comes in at \$42,648.96, which is 25.09% of the year
- Group programming expenses come in at \$1,060, or 26.5%
- Total expenses are \$66,908.18, or just under 16.5% of the anticipated budget
- Net income is a loss of \$2,780.11, 53.98% of the loss we anticipate absorbing

Questions & Comments

- KennethWayne asks if we have any intentional plans to fundraise in the future
 - One of the subgroups for the Centennial is the fundraising subgroup, which will be raising money for specific needs rather than for the organization more broadly
 - Mary Anne agrees that this will be important for us to consider because group programs never seem to bring much in
 - Kelsey brings up that we could use whatever is successful for the Centennial as an annual event in the future
 - Nay is going to investigate if we have an Amazon Smile
- KennethWayne motions to approve the budget for audit
- Mary Anne seconds
- All approve – motion passed

Old Business

1. Strategic Vision

- a. The strategic vision has passed the vote via the executive board
- b. It will be posted to the website in January and featured in the Crab

2. Logo Update

- a. They have sent back comments to the designer and will hopefully launch it in late January

New Business

1. Affiliate Membership

- a. This is the new name for what we previously called “Organizational dues,” which came after conversations with MSLA
- b. This will allow any staff person of an organization who signs up to have a membership with MLA
- c. The executive board will vote on it, then it will go out to membership
- d. We hope to have this implemented by February 6th
- e. Kelsey asked if we ever calculated how much more revenue we’d make by switching to this model
 - i. Josh did calculate based on the verbal agreements we have and it would increase our revenue
- f. Does this apply well to school or academic libraries as well?
 - i. David Dahl suggests that it doesn’t seem concerning for academic libraries at

first glance, but the price points may be a high for some. Continued conversations with academic libraries will be important

- g. The steering committee feels comfortable moving this document on to an executive board vote

2. Drexel University Partnership

- a. If you are an MLA member, you can receive a tuition reduction from Drexel
- b. Josh is meeting with Drexel to make this more official because it may have been more of a “handshake” agreement in the past
- c. Kelsey suggests we should advocate for more partnerships like this, especially with an in state school like University of Maryland’s iSchool

3. MLLI Update

- a. We will skip MLLI this year
- b. The team is looking more deeply at the end goal for the program – what skills and attributes a library leader needs and how to achieve that
- c. Joe Thompson and Ashley Teagle are hard at work to make this happen
- d. Kelsey asked if there would be an financial implications by not doing this since we have such low revenue from programming already
 - i. They do still plan to host Everyone Leads
 - ii. It seems like MLLI did bring in revenue
 - iii. Nay will pass along the question about the financial implications

4. Awards

- a. This year’s awards are:
- b. **Outstanding Member Award -**
 - i. Conni Strittmatter, Baltimore County Public Library
 - ii. Ashley Teagle - Southern Maryland Regional Library Association
- c. **Margaret Carty Emerging Leader Award -**
 - i. Kevin Jayce - Baltimore County Public Library
 - ii. Jake Ciarapica - Baltimore County Public Library
- d. **Outstanding Support Staff Award -**
 - i. Teonja Jung - Baltimore County Public Library
- e. **Distinguished Service Award -**
 - i. Simmona Simmons - Anne Arundel County Library Board Trustee, Retired UMBC Librarian
 - ii. Brian Frosh, Maryland Attorney General and Maryland Attorney General Office team
- f. **Outstanding Volunteer Award -**
 - i. Jim Meckley - Friends of the Ocean Pines Library, Worchester County Library
 - ii. Tamea Bowen - Friends of the Calvert Library Boar, Calvert County Library
 - iii. Sharon Hafner Yingling - Carroll County Public Library Volunteer
- g. **Honorary Membership -**

i. Michael Gannon - Prince George's County Memorial Library System

5. Centennial Updates

- The big centennial bash will take place November 3rd in the evening at the Michael E Busch library at AACPL. Andrea Berstler is working on this along with staff at AACPL
- Nay and Mikayla Boyle are continuing to look for materials to share from the MLA archives
- We are continuing to look for ideas for fun events and fundraisers starting in the Spring

6. Professional Development Panel

- KennethWayne and Mary Anne took over the Professional Development Panel after Megan Sutherland stepped down
- We never had a program planning training, but we're already half way through the year
- The forms need updates, which will be how PDP will focus their efforts for the rest of the year
- Kelsey agrees that we may not need a program planning training, but could we have a middle ground like asking groups to share what programs they are planning
- David suggested we consider an "open office hours" for people to attend to ask any questions they may have
- We may not make the transition from conference director to PDP chair a "given" every year, especially if the current PDP chair is interested in staying on and doing a good job

President's Report

Nay Keppler

- Nay is working with Andrea Berstler and AACPL on the Centennial bash
- Nay worked with Anita Crawford at the Director's Summit from Library Journal to talk about what managers need to know from middle managers
- Nay spoke with Darby Malvey to talk about the NJ library mentor database, which Maryland had tried to join in on a few years back. Nay would like to have LDD work on something like this via tradewing, which would mean taking Maryland profiles out of the NJ database. NJ was already working on revamping the site, so we were going to be removed by January 11th anyway.
- Attended the EDI and Legislative panel, as well as the MSLA board meeting. They talked a lot about book bannings and other legislation happening in the state
- Library Legislative Day is February 15th
- Nay will now be working in Baltimore County again, starting January 2nd

Vice President/President Elect

KennethWayne Thompson

Executive Director

Josh Stone

ALA Councilor's Report**David Dahl**

- ALA had a chapter advocacy exchange a couple weeks ago with discussions around digital equity, access to eBooks, and censorship and intellectual freedom challenges. ALA is tracking the origin of many of these challenges, which do start with national groups, and looking for ways to help at a local level
- ALA is continuing its work on bylaws and constitution. There is one more revision coming to council before LibLearnX in January. So far, none of the revisions will affect our relationship with ALA

Past President**Mary Anne Bowman**

- Attended the EDI panel meeting. They have now finished up their strategic plan and working on the EDI statement for MLA
- She and KennethWayne are working on getting PDP off the ground

Conference Director's Report**Kelsey Hughes**

- Most of the final program information is in at this point
- The graphic designer is working on the first pass on the brochure
- The committee had a lot of feedback to give back to the graphic designer about the logo
- All the keynotes are locked in:
 - Travis McElroy from My Brother, My Brother and Me
 - Ellen Oh is the Children's Book award winner
- Transitioning to Google Docs has helped streamline a lot of things, but there are still issues with getting things organized to prevent losing documents along the way
 - They are talking about moving to an e-sign format, which would avoid the need for printing, signing, and scanning
- They are discussing payment platforms, like Square or Venmo, to make payments at the conference easier. Those platforms, unfortunately, are cost prohibitive so we may still use the MLA website for this year.

Adjournment

- Meeting adjourned