

**MARYLAND LIBRARY ASSOCIATION**  
**Steering Committee Minutes**  
**December 16, 2020**  
**10:00 a.m. MLA Office**  
**1401 Hollins Street, Baltimore MD 21223**

**Virtual Meeting**

**In Attendance:** Carl Olson (Treasurer), Tyler Wolfe (Conference Director), Mary Anne Bowman (Vice President), Conni Strittmatter (Secretary), Margaret Carty (Executive Director), Tiffany Sutherland (Membership Committee), Morgan Miller (President), David Dahl (ALA Councilor), Michelle Hamiel (EDI Task Force)

**Excused Absences:** Andrea Berstler (Past President)

**Call to Order**

Morgan Miller calls the meeting to order at 10:00am.

**Morgan Miller**

**Changes to the Agenda**

**Minutes of October 14th Meeting**

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 accounts are at \$68,175.14, which is up 25.29% from last year.
- Long term reserves are at \$120,395.49, down about 4.04%
- Total current assets are at \$188,570.63, a slight increase over last year.
- With adjustments for scholarships, total assets are at \$188,510.63.
- Retained earnings are at \$225,191.85, which is up 25.16% from last year
- Net income is currently at a loss of \$36,680.51
- Total Liabilities and Equity, therefore, are at \$188,510.63

Profit & Loss

- Unrealized Gain/Loss is at \$1,211.20, down 60.1% from last year
- Annual Conference Income is at \$42,145.00, \$6,505 higher than in 2019
- Fundraising Income stands at \$570, down about 91% owing to rescheduled fundraising events
- LLT committee has taken in \$962.50 through Director's University
- Jobline Income stands at \$550, down 67%, likely due to hiring freezes
- Membership dues are at \$27,666, which is right about where it was last year
- Program income is at \$2,781.93, down about 45% over November, 2019, reflecting the move to online offerings.
- Total Income and Gross Profits are therefore at \$77,064.93, down about 51.7% from last year

- Conference Refunds are mostly complete
- Conference speakers honoraria is at \$10,450, about 221.54% higher than last year
- Conference expenses are at about 159% of where they are last year, owing to the different timing of things this year
- Banking fees are down 10.14% owing to the generally slower pace of the banking sector
- Scholarships stand at \$575, down about 36% from the previous year
- Office expenses are at \$3,793.49, about 27% lower than in 2019
- Personnel expenses came in at \$49,984.22, down about 9.6% from November 2019
- Program expenses still stand at \$893.75, down about 35.5% from November 2019
- Total expenses are at \$114,533.96, which is down 28.64% from November 2019
- With Dividend income of \$788.52, this results in a loss of \$36,680.51

#### Budget vs. Actuals

- Annual conference income is 20.85% of what we estimated at the beginning of the year
- Fundraising income is at \$570, 3.18% of the year
- LLT committee is at 2.99% of the year's budget
- Membership dues are at 33.76%, so the membership is stepping up
- Total income from programs is \$2,781.25, which is 11.13% of the budgeted figure
- Total income and Gross Profit is \$77,064.93, which is 21.11% of the annual figure
- Annual conference expenses are at \$19,173.32, which is almost 17% of what was expected
- Scholarships awarded are at \$575, which is 19.17% of the estimated budget figure
- LLT has no expenses yet
- Office expenses are at 19.66%
- Personnel expenses of \$49,984.22, which is 32.41%
- Program expenses are at \$893.75, which is just a little under 18% of the total figure
- 6060 12.6% of the year so far
- Total expenses are at \$114,533.96, which is 31.24% of what was budgeted for the year
- Net income is a loss of \$36,680.51. We typically take a dip at this time of the year.

#### Comments

- Morgan sees the membership dues as a good sign that membership isn't dropping
- Tiffany comments that the membership committee has been working hard on reaching out to people using programming and LinkedIn.
- Morgan suggests that Tiffany work closely with the marketing committee
- Mary Anne Bowman motions to approve the treasurer's report and file it for audit. Tyler Wolfe seconds.

#### Unfinished Business

##### Election Nominees

- VP/Pres Elect Nominees – Thomas Vose & Nay Keppler
- Treasurer – Carl Olson
- ACRL – VP – Bria Sinnott; Secretary – Brianna Hughes
- CSD – VP – Summer Rosswog; Secretary – Katelyn McLimans
- LDD – VP – Suzanne Terry; Secretary – Rhiannon George
- PSD – VP – Jennifer Jones; Secretary – Melissa Lauber
- SSD – VP Chelsea Shockley; Secretary – Gabriel Jones

##### Discussion

- Mary Anne Bowman moves to approve. Tyler Wolfe seconds. All approve

#### New Business

## **EDI – Black Caucus**

**Michelle Hamiel**

- The task force started around two years ago during Joe Thompson’s presidency.
- They started by taking a look at our procedures for planning workshops, conferences, and gatherings and creating a diversity statement.
- They’ve incorporated MLA’s anti-racism statement in their documents.
- Rather than creating separate documents, they want to improve what we already do.
- For example, being sure presenters and facilitators are respectful of participants’ pronouns. The EDI task force recommends expectations of presenters and facilitators are clear prior to the program, meeting, or gathering. We can then assess afterward if that presenter or facilitator would work again in the future based on how well they meet those expectations.
- Diversity work is never “one and done.” We will constantly need to take a look to be sure we’re always being as inclusive and welcoming as we can be.
- African American librarians in Maryland have been wanting something like a Black Caucus for a long time, but many have felt it wouldn’t be possible. Many have not felt MLA would be a welcoming environment for them. Michelle suggests reading “Why Are All the Black Kids Sitting Together in the Cafeteria” to better understand why this is.
- The Black Caucus would be an affiliate membership with the ALA Black Caucus. It would provide an opportunity for people to talk with others who have a shared experience, but also to join a group that you can begin to help plan for conference, workshops, and trainings. It can get people involved in MLA in a different way in a place where they feel welcome. This could help MLA see increased participation.
- There is a membership fee to be an affiliate of ALA, which is \$75. Someone has indicated they would pick that cost up for MLA so we don’t need to add a cost to join the Black Caucus for MLA.
- There are several library associations in the country with an affiliate Black Caucus, including New York. Michelle has been reaching out to other state associations to learn a bit more about how that has been for them.

## **Discussion**

- Morgan Miller thanks Michelle and the EDI task force for all the work they have put into this, as well as Michelle’s openness in expressing the experiences she and others have had at MLA. Morgan proposes we have a timeline of discussing and implementing decisions by the end of this fiscal year.
- We will not be making any decisions today.

## **Membership Proposal**

**Tiffany Sutherland**

- During an LDD meeting, there was discussion about membership dues being a barrier to access.
- There was discussion about eliminating or reducing some of those barriers, like membership dues to make it more accessible to more people.
- Lower income often affects People of Color, so this is also an EDI issue
- The suggestion was made that MLA offers scholarships or reduced membership dues to people who identify as an underrepresented group.
- Mary Anne Bowman suggests that this is a good idea because adding members will always be a good thing because it helps us increase interest and participation
- Tyler Wolfe suggests we seek sponsorship at conference or via an annual drive to develop a pot of money to help with this membership dues project
- Michelle Hamiel emphasizes it’s key to tie these membership scholarships into recipients becoming more involved in MLA beyond just attending trainings. A certain portion of those scholarships should be held for staff working in circulation and similar positions since that is where we see the majority of diversity in our library systems, and because those are often the lowest paid staff in the library.

- Tiffany and Michelle will meet to discuss this idea more with the EDI task force
- This could be offered to new members as well as at the point of renewal for existing members.

### **President's Report**

**Morgan Miller (10 min)**

- Conference has been wonderful so far having attended many programs live and recorded.
- Morgan attended the MSL board meeting last week
- Legislative Day is going to be a virtual event this year. It will kick off January 14<sup>th</sup> and will go through the 29<sup>th</sup>. This will give everyone two weeks to connect with their legislators. While there is always value in going to Annapolis to meet with people there, this is a great way to connect this year.
- We are hoping for a veto override for the Building Lifelong Learners act. This act adds \$2 Million to the library capital grant program, which brings us up to \$7 Million total. It also adds a slight per capita in FY22 and a mandate to make libraries fine free for children. We will know within 7 days of the session if the veto override is successful or not. It seems there is strong support for it. It's unlikely there will be additional legislation asking for funds for libraries on top of this act this year.
- Other priorities include building new library champions in the legislature and policy based legislation.
- Back in November, Senator Nancy King asked for an opinion on the status of eBook sales in libraries in Maryland. We are working to better develop legislation that looks like what NY and RI has done.
- There is additional policy based legislation on the table about increasing broadband access and teaching people how to use the internet. Libraries would like to be at the table for this discussion. Heidi Daniel is reaching out to key people to get us more involved.
- The Maryland State Library Board meeting saw a lot of interest in the idea of adding a Black Caucus to MLA and our EDI Task Force in general, including representatives from MASL and the iSchool.
- MAPLA's Lobbyist Compass had a conversation with Bill Ferguson, the Speaker of the House for Maryland, to get a quick overview of what is happening. He emphasized that they want to fund anything that increases access and serves vulnerable populations. The legislature's key focus will be getting us through the pandemic.

### **Awards List:**

- Distinguished Service Award – Al Martin, Maryland State Library Board
- Honorary Membership – Darrell Batson, Previous Director of Frederick County Public Library
- Outstanding Member – Nay Keppler, Baltimore County Public Library
- Outstanding Volunteer – Mildred Mitchell, Carolyn Lambdin
- Emerging Member – Teresa Miller, PGCMLS
- Outstanding Paraprofessional – Courtney McKay-Jenson & Ali Cline
- Maryland Author Award – D. Watkins
- MLA President's Award – Susan Cohen, Coordinator of the MD Deaf Culture Digital Library

### **President Elect**

**Mary Anne Bowman (5 min)**

- Mary Anne Bowman has signed up for the Chapter Leader orientation

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

**Margaret Carty (5 min)**

- Margaret Carty had to step away from the meeting. Morgan Miller summarized Margaret's report.
- Margaret has been very involved in the EDI task force
- She attended the annual CML program in November
- The brochure for the conference is in production

### **ALA Councilor's Report**

**David Dahl (10 min)**

- The Chapter Relations office announced the Chapter Leaders forum, which typically happens at Midwinter. This Midwinter version will take place after the Midwinter Conference on February 5<sup>th</sup>. The forum asks for people to volunteer to discuss a "management problem" that is currently being addressed.

This seems like a good opportunity to discuss what chapters are doing regarding the anti-racism statements many released in Spring.

- Midwinter is happening in January, which is the last one. They are rebranding the “middle of winter” event as “Lib Learn X,” to refocus the event as a learning event rather than a meeting event. ALA has sent out a survey to members asking for input on what this event should look like.
- Council met earlier in December about the ALA Forward Together initiative. The outcome was a vote to approve a revised process and timeline for the remaining work and decision making. There is a Forward Together working group assembled right now and will provide a final report and analysis from feedback sessions from council. This will be presented to Council at Midwinter. After Midwinter, ALA will appoint a task force to analyze that report to put together recommendations that represent changes from that report. Council will vote on smaller changes rather than one whole change. The target date for a membership vote is Spring of 2022, which is a bit of a delay from the previous timeline.
- Right now, ALA has both a constitution and bylaws. Amending the constitution requires two votes from ALA by two consecutive ALA bodies. The most recent timeline process for Forward Together proposes rescinding the constitution and using the bylaws.
- You should be receiving messages from ALA advocating for a relief act.

### **Past President’s Report**

**Andrea Berstler (5 min)**

- Andrea Berstler was absent from today’s meeting.

### **Conference Director**

**Tyler Wolfe (5 min)**

- The schedule for conference is set – May 3-7 with some pre-conferences on the Monday.
- There are four keynote speakers split up throughout the week.
- Social events are scheduled for during some days and the evenings.
- There will be a silent auction
- This month’s meeting is very tech focused – how will the conference work on the tech side of things. While this year’s conference will help inform next year’s, next year’s conference will be very different because we will have multiple programs happening at the same time.
- A benefit of the virtual over in person is people can attend both live programs and watch recordings of ones they missed.
- Kate is working on vendors, Margaret is working on the brochure, and Tyler is working on the logistics of getting the conference to happen
- Jenee Johnson and Lisa Allgeier are the social committee members and they are doing a fantastic job.

### **Adjournment**