Public Services Division Meeting
September 13, 2018

In attendance: Lisa Swain, Sam Eddington, Yvette May, Liz Slack, Jesse Roth, Sandra Meyers, Alan Simpson, Pam Taylor, Sabine Simonson, Jennifer Jones, Melissa Lauber

Minutes of the May 31st meeting were approved.

MLA Strategic Plan/PSD Workplan/ President Responsibilities/Task List

- Membership is President Joe Thompson’s big thing for his term of office
- I am MLA marketing is coming
- A task force for re-branding, getting a new logo is also being formed, help is needed on this task force
- All Facebook pages of divisions and interest groups need to show MLA affiliation
- As far as PSD is concerned we are doing most but not all of MLA’s strategic plan, see a copy of our work plan for more details
- Currently Jennifer Jones is creating a list of tasks that the president of our division must complete. This way when we transition officers there is less confusion as to what the incoming officers have to complete.

- PSD Bylaws:
  o The Secretary no longer has responsibility for stepping into role of VP if VP steps down. If the VP leaves within six months of the annual election than that spot will remain vacant (a delegate will be representing PSD for the conference committee), if it they leave earlier than that a special election will be held to appoint a new VP.
  o The numbering on the document will be fixed
  o The Steering Committee is comprised of PSD officers and those who submit their names for the unit roster to the Secretary and attend at least two out of the four yearly meetings
  o The Steering Committee vacancy section will be removed
  o Quorum will be any Steering Committee meeting (the number of people in attendance at the meeting)
  o Change annual meeting to business meeting

OSIG, MAPIG and RAIG

- OSIG has a good number of likes coming in on Facebook
- MAPIG is cruising along, Lisa Swain now has access to the group’s Facebook page
- RAIG: Led by Monica Macabee, they have a list serv, and Instagram account and have had one meeting and there is another meeting scheduled

Future Programming

- Reader’s Advisory program is postponed until November 1st. There are over 35 people registered currently, that means over $1300 coming in. Jennifer will email Barry to confirm date and time with him for the rescheduled program. We will no longer do Reader’s Advisory programs in the fall as this is the 2nd time hurricanes have impacted RA programs!
- Fall Hike and Tour with LDD is scheduled for 10/27/18 at the Walkersville Branch of the Frederick County Public Library. Bring non MLA members with you if you want. There is an online form to sign up for the hike.
- Facility and Emergency Preparedness program: Will be held on 1/17/19 with a snow date of 1/24/18. Both Michael Gannon and MEMA have agreed to speak at the program. Lou Sica and Tyler Wolfe have been a big help with handling logistics. Still waiting on updated forms to come in from PPD, forms will be submitted prior to 10/1/18 for approval.
- Annual Conference
  - What If? Format
  - Number of programs that can be held at Conference is 72. The breakdown is as follows: 10 preconference programs, 60 for the conference itself
  - The following is a list of programs that have been submitted to PSD for possibly being presented at the conference: Romance Genre Self-Publishing, Adult Learning Theory and Techniques, Hopkins Bayview: Medical Jargon for Non-medical people, Spanish Facebook Page for your Library (AACPL), Deaf Cultural Digital Library, Do’s and Don’ts of Interacting With Media Outlets, Digital Access Local History, Crafting For Adults
  - Deadline for conference programs is 10/12/18
- Work Place Security Program Possibly in April: Yvette from BCPL would be the lead for this program
- How to Develop your profession in place (how to lead from the middle without having a leadership position for those who don’t wish to be managers) possibly in June

Officer Candidates

- VP Sam Eddington (listed as temporary but more than likely this will be a yes) Back up will be Sandra Meyers
- Secretary Melissa Lauber
Other Business

- Google Hangouts for virtual meetings: LDD does have virtual options for their meetings, we could possibly try this again. Maybe a virtual meeting kit for the MLA office

Round Robin

- Harford County
  - Joppa: is currently full staffed but no Children’s Librarian currently
  - Aberdeen: currently has 3 vacancies and the refresh of the children’s area is still in planning phase

- Howard County
  - CEO is meeting with each staff member
  - Innovators honorable mention
  - Staffing analysis is being done

- Talbot County
  - Sabine is heading to San Diego[this may have been St. Louis] for a marketing meeting/conference

- Anne Arundel County
  - Human Library program did well, Drag Queen reading program, there were issues with the community
  - Jesse is leaving Anne Arundel County Public Library
  - There is position justification going on as they are pulling circ staff to make room for other positions

- Baltimore County Public Library
  - Sollers Point: Media mentors: using media devices in programs with kids. Battle of the Books had 3 teams competing
  - Essex: Turn over occurring in the branch, circ manager is going to Harford County, FY 20 budget deadline approaching, a lift has been proposed for non ADA compliant courtyard
  - Outreach Mobile Adult: Working with the Department of Aging for homebound patrons, Working with Job Corps for YA partnership, Attended bookmobile conference in North Carolina and is currently looking for a new mobile truck

- ESRL
  - Information Services Position Vacant: Sam applied for this.
  - There were over 100 people at Sam’s presentation at IFLA

- Charles County
  - New Logo is coming, Lego WeDo kits have been received and training and programming will occur later this year.

Next Meeting is on 12/13/18 at the Arbutus Branch of BCPL