Members in Attendance: Nicole McLain (President), Erik Walls (Vice-President/President-Elect), Lou Sica (Secretary), Jane Brown, Tiffany Fossett, Gina Harris, Maria Jacob, Shirley Mason, Amy Moser, Sharon Proakis

Guests: Paul Chasen (liaison from Professional Development Panel), Adeaze Washington (PGCMLS)

General
- We all introduced ourselves and welcomed our guests.
- Nicole distributed the directory of committee & interest group chairs.
- Nicole passed around the budget reports, the Archives & Records Retention Policies & Procedures, the evaluations of Leadership Day and the Performance of the Board as a Group evaluations.
- Nicole encouraged all of us to sign-up for the Marylib email list and to like the SSD Facebook page.

Executive Board-Nicole

Nicole shared highlights of her executive board notes which are posted below.

New MLA President is Denise Davis- during her President’s report she talked about MLA’s new strategic plan that is for FY2018-FY2020. We need to incorporate this into our division, making sure that we are inclusive, making sure that members are involved, recognizing the talents of our members, etc. The new strategic plan is available on the MLA website if you haven’t read it.

Treasurer’s Report/Patty Sundberg-We are expected to make $500.00 during the FY. Last year we had one standalone program “Speaking in Public? I’d Rather be Skydiving” we made $596.00 our expenses were $84.74 so the net was $511.29. So we met the goal last FY. This year we are already off to a great start, Active Shooter program should bring in around $437.00. We did have one person cancel so if they are issued a refund we would bring in around $407.00

Intellectual Freedom/Julie- Working on updating the Manual. They want to make sure the links are live links and we will be discussing the manual updates at the Sept. board meeting after the Steering Committee has had time to review it.

Vicki Falcon/Southern Maryland Regional Library- is the new marketing person for MLA. She can help us with program descriptions and talking points.
MLA Archivist/Elizabeth Howe talked about how she selects what records are kept and guidelines to use when submitting items. Records are kept at the MLA office but also at the Historical Manuscripts and Archives Dept. at the University of MD College Park Libraries.

Joe Thompson/New Vice President is working on a social gatherings and is thinking about it not just being for MLA members, possibly doing something like a hike and lunch. Someone else also suggested that this could be sponsorship opportunity and could raise money for MLA. He also shared that MLA is looking for staff who would be interested in serving on a new medical interest group. If you know someone who would be interested please have them contact the MLA office.

If you have not liked the MLA Facebook page please do so and if you have not liked the SSD Facebook page please do so! Also, if you have not subscribed to Marylib, please consider it and talk it up in your branches and depts., especially since we have seen success with promoting our programs on Marylib.

Lucy Holman/ALA Councilor’s report and she serves as a dean. There is currently 183 members. About 53 chapters and 30 divisions including round tables that meet to discuss major policy issues. 22,000 people attended the ALA conference in Chicago these was the highest # of attendees in years.

Executive Director’s Report/ Margaret She talked about feedback from Leadership day and the annual review of performance of the board as a group. One thing she mentioned was having the meeting minutes come out sooner, and she plans on following up with the Steering Committee about it but thinks it should be doable.

MLA is scheduled for its annual audit on 8/24.

Conference Report-Erik

- The conference will be May 2-4, 2018 and it will again be held at the Hyatt Regency Chesapeake Bay Golf Resort, Spa and Marina.
- The theme for the conference is “Evolve.”
- Due to the overcrowding of sessions last year, attendees will be asked select their sessions online and stick to their selections, or notify the MLA office of any changes, so that programs can be held in the correct sized rooms.
- There will be better signage for parking and valet parking will also be available to attendees who are not staying at the resort.
- More social activities may be built in during the day instead of all being in the evening hours.
- There was a recommendation that the conference committee promote local activities/restaurants offsite of the resort.
- A miniature gold tournament is being planned.
- The scavenger hunt is being scrapped due to low participation in 2017 and may be replaced with a virtual scavenger hunt.
- The conference had its own website independent of the MLA or DLA websites and suggestions were made to advertise it more and make some improvements.
- The beer shindig was very popular and will be held again.
• A retiree tea is being considered.
• Recommendations were made to publicize the conference at the University of Maryland iSchool.
• The Pub Quiz continued to be a popular, annual event and will be held again.
• An Administration/Director hour is being considered for the vendor to provide the vendors an opportunity to meet with high ranking decision makers.
• Requests were made for programs on teen services, leadership, human libraries, virtual reality, middle management training, LGBTQIA outreach and veterans services.
• Suggestions were made that the badge holders be reused and recycled. The badge holders are a sponsored item and is a revenue generator for MLA so it was mentioned that perhaps it can be an option to take a badge holder or not.
• MLA & DLA will co-sponsor an all-day pre-conference on library advocacy. The topic will possibly be repeated as a one hour session on Thursday or Friday.
• Other pre-conference ideas mentioned are a YALSA workshop, human libraries and reference services.
• The proposed Wednesday keynote speaker is Dr. Carla Hayden, Librarian of Congress.
• The proposed Thursday banquet speaker is ALA President Jim Neal.
• Please don’t email Margaret Carty social security numbers of speakers because her computer was recently hacked. Please fax or snail mail her that information if needed.
• SSD is planning the following conference programs:
  ❖ Interviewing Tips-Nicole, BCPL HR Manager Cindy Pol and BCPL-Perry Hall Branch Manager Cindy Kleback.
  ❖ Microaggressions (Diversity/Inclusion)-BCPL Rosedale Assistant Library Manager Sarah Jane Miller and BCPL Randallstown Assistant Library Manager Jasmine Harris.
  ❖ Morale Boosting-BCPL Woodlawn Circulation Services Manager Shirley Mason and PGCMLS Circulation Services Specialist Moneik Frazier.
  ❖ There is also a possible lead on a Tara Taylor presenting a preconference on safe spaces.

Follow-up on Active Shooter Program

• There were 13 attendees and we made $437.
• Nicole will email us the evaluation forms.

Learning Party Program

• Paul had contacted Teonja about this topic and she emailed the group. The consensus was this could be a good stand-alone program if we can get CSD as a co-sponsor.
Strategies Plan

- Nicole & Lou worked the group through our Strategies Plan for FY18, referencing our plan from FY17.
- Nicole will prepare the plan and email it to the group.

Respectfully Submitted,

Lou Sica