MLA-Support Staff Division (SSD)
Minutes of October 5, 2017
BCPL-Loch Raven

Members in Attendance: Nicole McLain (President), Lou Sica (Secretary), Jane Brown, Moneik Frazier, Shelley Gilchrist, Gina Harris, Maria Jacob, Gabriel Jones, Teonja Jung, Amy Moser, Sharon Proakis, Pat Turkos

Guests: Paul Chasen (liaison from Professional Development Panel)

Executive Board-Nicole

- The Children’s Services Division (CSD) made over $3000 from Kids Are Customers Too
- There was nothing unusual in the audit.
- MLA President Denise Davis met with the new CEO of the Enoch Pratt Free Library, Heidi Daniel, to encourage greater participation in MLA.
- MLA membership has increased over the past year.
- MLA Executive Director Margaret Carty distributed new tax exempt certificates.
- If divisions/committees/interest groups have anything that would like kept in the MLA Archives they should send it to the MLA office.
- Workplans were due by 10/1 and ours was sent in on 8/30.
- ACRL-MD, the Maryland chapter of the Association of College and Research Libraries Division of the American Library Association (ALA), is sponsoring Shapeshifting at Towson University on 11/6.
- The Public Services Division (PSD) is sponsoring The Ins, Outs and Whys of Networking on 11/16 at The Miller Branch in Howard County and on 11/30 at the Abingdon Branch in Harford County.
- CSD is looking into a webinar and considering costs.
- Victoria Falcon is the new Marketing Membership Committee Chair.
- David Dahl, Professional Development Officer, announced that there is a form on the MLA website (www.mdlib.org) to submit questions to the Professional Development Panel (PDP). Click on “Membership Groups” from the home page and select “Professional Development Panel” from the drop down list. When the next page displays, click on the “Let Us Know!” link to open the form.
- The MLA website displays as not secure when accessing it through Google Chrome. The MLA webmaster is aware and working to resolve this issue.
- The Book Thing contacted Margaret asking for volunteers to sort through books. Please contact Jenna or Russell at 410-662-5631 if you’d like to help.

Conference Report-Nicole on behalf of Erik

- Erik attended the August Conference Committee Meeting and Nicole attended the one in September.
• Internet of Things pre-conference - No update.
• Half-day pre-conference on improving services to teens in urban libraries vs. rural libraries. More to come.
• PSD/DLA looking into a co-sponsorship of Dr. Marie Radford. She's done lots of research with reference (was a big part of AskUsNow & virtual reference). She's done new research with user behavior and reference services, but her price is still a factor.
• Our Safe Spaces pre-conference is a definite no as Erik never heard back from the potential presenter.
• Proposed Wednesday Keynote: Dr. Hayden - Still waiting to hear back.
• Proposed Thursday evening: Jim Neal, ALA - He's been booked.
• Erik was able to get 4 boxes worth of old BCPL logo items for Mike Kiel for the Pub Quiz (chap stick, water bottles, and tote bags), and delivered them to him at the October meeting.
• We were just about the only division who had all of our programs finalized. I shared our 3 with the group. Everyone seemed very interested in what we had to offer, and our division received a few compliments at the conclusion of the meeting.
• The graphics for the conference booklet were selected.
• They are planning a site field trip on 11/9. If you want to attend let Michelle Hamiel know by 11/8. The majority of people attending are from the Social Committee.
• There are two confirmed pre-conferences: Advocacy Bootcamp and Jim Neal.
• They are still investigating the Human Library.
• NASA will be coming back.
• They are working on a conference committee website.
• They will be going back to Sign Up Genius for people to sign up to volunteer.

**Professional Development Panel - Paul**

• The PDP continues to review and approve all stand alone programs and review pre-conference for the MLA/DLA Conference.
• They approve applications for the MLA Educational Grants and will work on improve marketing of the grants to increase visibility. This link will take you to the application and details: [http://www.mdlib.org/files/docs/about/ed_grant.docx](http://www.mdlib.org/files/docs/about/ed_grant.docx)
• When are the submission deadlines? January 15 and July 15
• Grant amounts?
  - up to $100 are available for workshops, conferences, and pre-conferences.
  - library science courses and undergraduate courses at all levels qualify for awards up to $500, based on available funds and the number of applications. Non-credit bearing courses that are approved for certification renewal are also eligible.
• They will review & assess the program fee structure.
• They will explore online programming.
• They will continue to host program planning day.
• Paul offered his support as our liaison.
Learning Party stand alone program—Teonja

- Jess Crutchley from CSD is interested in partnering with us. She is on maternity leave until November and Teonja will be in contact with her after that.

SSD Welcome Email—Nicole

- When new members join MLA they select a division and the Division President is sent an email from the MLA Office with contact info for the new members. As part of our workplan, Nicole suggested that we prepare a standard email to be sent to all new members who select SSD (similar to the standard program intro we prepared). Amy agreed to prepare a draft and send it to the steering committee.

SSD Facebook Page—Nicole

- We agreed that we need a new group photo for our Facebook page. We will take it at our December 7 lunch meeting.

Silent Auction Item—Sharon

- Sharon once again offered to prepare our Silent Auction item for the MLA/DLA Conference.
- A voluntary donation of $5 will be collected at our December 7 meeting.

Officers for FY19—Nicole & Lou

- Amy & Shirley had both mentioned possible interest in running for VP/President-Elect and Nicole will follow up with both of them.
- Lou is happy to be Secretary again and Amy also expressed interest if she doesn’t run for VP/President-Elect.

2019 Conference Idea—Teonja

- Teonja suggested a program for the 2019 MLA/DLA Conference on rebranding.
- Since Frederick County and BCPL have both rebranded recently, perhaps we can get presenters from both systems.
- Teonja will follow-up with her Branch Manager who worked closely on BCPLs rebranding.
**Agenda Building**

- We would like to invite Victoria Falcon (Marketing Membership) & Joe Thompson (Vice-President/President Elect) to a future meeting.

**Future Meetings**

- Thursday December 7-annual Holiday Lunch Meeting at 1PM at Matthews 1600 at 1600 Frederick Road in Catonsville. Lou will check to see if they take reservations.
- Thursday February 1 at the BCPL-Owings Mills Branch (Lou has already reserved a room).
- Thursday April 5 at the Laurel Branch of PGCMLS (Moneik has already reserved a room).
- Thursday June 7 at the Loyola/Notre Dame Library. Pat will reserve a room for us.

Respectfully Submitted,

Lou Sica