MLA-Support Staff Division (SSD)
Minutes of December 7, 2017
Annual Lunch Meeting-Matthews 1600

Members in Attendance: Nicole McLain (President), Erik Walls (Vice-President/President-Elect), Lou Sica (Secretary), Jane Brown, Moneik Frazier, Shelley Gilchrist, Maria Jacob, Gabriel Jones, Teonja Jung, Shirley Mason, Sharon Proakis

Updates-Nicole
- Amy was unable to attend due to her Grandfathers passing.
- Tiffany is no longer a member of MLA and therefore won’t be attending SSD meetings.

Executive Board-Erik on behalf of Nicole

Erik attended the November 15 Exec. Board mtg. for Nicole and these are his abbreviated notes:

- **Annual Investment Report will be out in January**

- **Treasurer’s Report**
  - on point to where we need to be at this point in the year
  - Standalone Programs - cost estimation, task force is looking at this, looking at current cost structure - look to make recommendations on a new cost structure by March. Going to survey Directors and see who pays for who, what amounts, etc.

- **Intellectual Freedom Manual was approved**
  - Link updates/replacements
  - Patriot Act references, what’s currently going on with government
  - Welcome to suggestions on what should be included

- **New Business**
  - Kathleen Teaze resigned from MLA due to her retirement – she will no longer be Past President

- **President’s Report – Denise Davis**
  - At MAPLA – Denise plugged MLA, especially on what divisions are doing, MAPLA very impressed
  - Access to Justice project
    - Denise was asked to participate on this, this project facilitates librarians becoming part of the legal services network in the state, new type of legal research is now required for librarians when assisting customers
    - Denise encouraged them to involve MLA with training on this
Denise did a video for LATI on what it means to be a librarian in MD and all the activities for important work, advertise MLA

**Vice President**
- Joe Thompson is trying to attend division meetings coming up
- Working with Margaret on updates to the website

**ALA Councilor’s Report**
- Search for ALA Executive Director - no strong candidates in the search, voted to require an MLS over the summer (Lucy against this because there’s many executive directors out there without their MLS)
- Now it will be “preferred” instead of “required” pending a vote, 92-7 at the time of her voting
- Hoping to fill by the Annual Conference
- Lucy is also willing to talk to you about getting involved with ALA and learning more about it

**Conference Director’s Report**
- Doug Davidoff for our speaker, spoke years ago at the last minute!

**Michelle Hamiel is now a part of the Maryland State Diversity Taskforce**
- Focusing on having diverse staff at your system or meeting diverse needs of staff
- Will be on the MAPLA agenda to discuss this and survey Directors on their needs.
- Customers will be surveyed in public/academic libraries as well so that the team can figure out next steps.
- A lot of the work will be training, compiling resources.

**Executive Director’s Report**
- Margaret attended MLLI graduation, was very proud of how professional everyone was and impressed with the array of projects
- Traveling WWI display - currently in Talbot County (last place for it), it will be going back to the Pentagon at the end of the month, it was good exposure for MLA
- Feb. 20th - MD Library Day in Annapolis, contact your Director if you’re interested in attending. Great to meet your legislators, what they do, and how the processes are rolled out in Annapolis
- May 7th & 8th, MD Library Legislative Day - let Natalie know if you’re interested in attending
Miscellaneous

- MLLI - looking into program for new Assistant Directors, Directors, etc., to MD Libraries to get them acclimated to their new roles
- Stuart spoke about Citizens for MD Libraries - citizens who advocate for MD Libraries, attend legislative day to advocate on behalf of libraries,
- They had a conference. State Senator Mike Miller spoke at the conference - great pro-library speech, encourage Friends group in your systems to join CML
- Blackboard/Google Hangout Meetings
- Stuart working on guidelines for Google Hangouts - please contact him if interested
  - Future training at an Executive Board meeting?
- Consider these because it’s coming up on surveys that people can’t get out of their branch to attend a meeting. They want to get involved, so consider virtual meetings.
- Margaret has received some applications for Chris’ position, but has yet to look through them in detail.

Conference Report-Erik
Erik forwarded his abbreviated October & November Conference Committee meeting notes for inclusion in the minutes:

- Site Visit
  - Pictures were taken at the visit, they will update pictures on the website
  - Let Erik know if interested in seeing the pictures.
  - Holiday Inn issue – no rooms here due to conflicting gathering
  - Parking news: Hotel Staff will park off site, better signage will be posted for parking, and free valet service

- Volunteering at the conference
  - MLA wants people to sign-up for two separate 1-hour sessions
  - Encourage division members to sign-up to work something, great way to meet new people
  - Registration will open for this sometime in January

- Website
  - Still trying to resolve issues with website from last year
  - Divisions should advertise conference website
    - Note: We picked Motivating and Engaging Your Team.
  - Goal is to heavily promote programs on conference website and social media
• **Pub Quiz**
  - Someone asked about teaser clips on YouTube by Michael Gannon?
    - Michelle will get him to do it!
  - BCPL donated 4 boxes of old logo stuff

• **Poster Sessions**
  - Relocated so that it’s not tucked away
  - They had a great response for volunteers (11 of them) this year to assist

• **Business Meeting on Friday**
  - Please make an attempt to come because they want attendance to increase. Good to know things like how the finances work, upcoming events, vision of next President, etc.
  - Good, REAL breakfast
  - Idea for Change the name? “Business Meeting” sounds boring and non-welcoming for regulars members
  - Name change to Annual Membership Breakfast Meeting? Annual Membership Meeting?
  - Schedule for Friday would look like…
    - 8-9 am membership meeting
    - 9:15-10:15 keynote speaker
    - 10:15-10:45 visit vendors
    - 10:45 silent auction ends
    - 10:45-11:45, 12-1 programs
    - box lunch provided (cost)

• **Special Events**
  - Rooms looked at, room across from Pub Quiz will be, Minute to Win it games & Karaoke, alcohol served at Pub Quiz, you can walk across the hall though with your drinks.
  - Beer Shindig will be where it was before, Happy Hour prices! 7-9 PM
    - Group Games at Beer Shindig
  - DLA - Escape Room (Friends of DE Libraries sponsorship), Wednesday night, will use a room for this, there is a cost for this, but it would be small - like $5, would have to register in advance, just one session for 30 minutes, Cathay is guessing like 20-25 people max
  - Several posters will be made and displayed around the venue & social media posts advertising all special events. Hotel will let us advertise on their digital signage.

• **Speaker Updates**
  - Wednesday Keynote speaker - Doug Davidoff, library relevancy
- Thursday lunch, Gail Danley (slam poetry)
- Thursday banquet - Jim Neal, ALA
- Friday - Dr. Marie Radford, Rutgers, How to disagree without being disagreeable

- **Preconferences**
  - Creating & Managing a Human Library
  - Lights Camera Action Puppet Theater
  - ALA Advocacy Bootcamp
  - Libs Guide to Homelessness – Ryan Dowd who has won awards for this training

- **SSD Programs**
  - Ours are all good! – Margaret was very happy that all of our speakers do not require an honorarium!

**Facebook page stats for November 8-December 5-Erik**

- Page views up 42%
- Page previews-6 (those who view, but don’t like your page)
- Post Engagement is up 65% (Engagement is comments, likes, shares, etc.)
- Post Reach is down 37%
  - 25 was the lowest, 106 was the highest (post about Circulation conference)
  - Reach is how often it appears on a person’s newsfeed.
  - Boosting posts increases this.

**Learning Party Standalone Program-Teonja**

After a discussion of the costs and particulars, we voted not to proceed with this program.

**Potential Standalone Program-Shirley**

Shirley suggested a speaker, Miriam Alvarez, from the Statewide Circulation Conference who spoke on the opioid epidemic and warning signs etc.. Several other SSD members heard the speech and agreed that it would make for a good standalone program. Shirley will follow-up by contacting Miriam and will keep the group informed.
SSD email listserv-Nicole

Nicole thanked Amy for the listserv idea. It is up and running and the reply/reply all issue has been resolved.

Agenda Building

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

Future Meetings

- 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