MLA/TSD Virtual Business Meeting – August 27th, 2014

Attending: Martha Zimmerman, Lynette Parish, Mary Elizabeth Murtha, Jessica Mundy, Michelle Flinchbaugh, Maggie Dull

Work Plan for TSD (Martha):
- Sent out to the Steering Committee via Email.
- Martha will do a unit report out of this plan.

Program Summaries:
Discussion at UBalt Law (Mary Elizabeth):
- 9 people attended, which was a pretty good turnout.
- Lively discussion and good information on what to consider when moving.
- Most people have been involved in a move or a redesign etc. "Nobody ever asks the staff enough about what they need."

E-Resources Boot Camp:
- Very successful turnout. Had 22 people, though original limit was 20.
- Ended up clearing $611.50 (brought in approx. $900 and spent about $300)
- We still need to make $1,388.50 this year to meet our Division “budget” of $2,000. It's a good chunk, but there’s still more to do.

Membership Survey (Lynette):
- Already have 15 responses.
- Survey Monkey limited it to 10 questions, so she had to be a little creative about combining questions etc.
- Someone did respond about hosting on the Eastern Shore – Lynette will follow up.
- Question about having the same program in different areas of the state, an issue/programming option that was raised at MLA Leadership Day. Concern that our attendance isn’t necessarily great for one shot, so we might not clear enough money. Need to step back and look at the program in total - not each section/session but rather the combined attendance and see if we would make money off of that. Still up for discussion.
- Jessica - that multiple location idea came up in the MLA strategic planning and she expressed that she didn’t think it would be feasible for our Division.
- Regions – not formally codified by MLA. While regions tend to be thought of along the lines Regional Library systems, there was a reluctance to be locked into that definition.

2015 MLA/DLA Conference Programming:
- Discussion on doing the book repair clinic as a preconference:
  - Lynette has an email out to Julie from Cat Tail Run Hand Bookbinding to see if they’re interested/willing. Last time it was $450 for 2 half day programs.
- Gift Basket: In previous years, steering committee members have essentially funded this. The baskets are usually a big success.

- Discussion on other programs:
  - Panel discussion on the Maryland Veteran’s History Project
  - Cataloging historical documents and items
  - Assisting patrons in searching for genealogical resources via ILL and other databases
    - Verdict: Definitely want to do the panel discussion.
    - Look into combining the cataloging/searching programs as it is the same speaker for both. Would just have to cover hotel and mileage. Speaker is Mary Mannix. Could possibly work better as a standalone. Thought that the searching for materials would be more popular than just the cataloging alone.

CRAB Article
- Mary Elizabeth and Martha wrote one for the Fall issue (deadline Sept.5)
- Lynette will write the next one – due December 5th.
- Mary Elizabeth said she would write one.
- Missy said in the past she would write one, perhaps on staffing changes/interviews, and we’ll take her up on that offer.

Outreach Issues
- Welcome message:
  - Recently received a list from MLA with people who have indicated they are interested in TSD. We will send a “welcome” email to anyone on that list who is not currently on our roster/email blast list/

- TSD Webpage
  - Regular Maintenance:
    - Need to make sure officers and committees updated once a year.
    - “Upcoming Events” needs to be updated whenever we have information. When event is over then that info needs to go to “Archives”.
  - “Resources” page - it's been there a while and the original impetus has been forgotten. This is a page that requires work and regular updating and we’re unsure if people are using it. Maggie will email Bob to see if there are usage stats and add a message warning people that we are thinking of discontinuing the page and to contact her if they still use it. If no response/usage, we’ll consider removing the page.

What next?
- Next meeting in November and also do a discussion? Mid-November in Salisbury. Something SC&A related/show and tell.