



Massachusetts Library Association  
**Executive Board Minutes**  
**August 17<sup>th</sup> 2018**  
**Shrewsbury Public Library**

Called to order at 10:10am

Present: Will Adamczyk/President; Krista McLeod/NELA Rep; Jennifer Harris/Legislative; Aimie Westphal/Archivist; Kristy Lockhart/RUSS; Mary Rose Quinn/MBLC; Jennifer Pike/Treasurer; Bernadette Rivard/PR & Investment Comm; Charlotte Canelli/ALA Counselor & Legislative; Jackie Rafferty/IFSRC; Carol Witt/IFSRC; Ellen Keane/Conference; Marissa Antosh/YSS; Sharon Shaloo/MCB

**Voting/Quorum Discussion:**

President Will Adamczyk opened a discussion to clarify the number of voting Board positions needed for a quorum. It was determined that nine voting Board members are needed for a quorum this year. Voting members include officers, Section Heads, one Chair per Committee. Representatives from other organizations are not voting members, according to by-laws.

**Minutes:**

The Minutes from the June meeting were reviewed.

Motion: To accept the Minutes as presented.

Motion: Jennifer

Second: Kristie

Passed Unanimous

**Treasurer's Report:**

Treasurer Jennifer Pike reported that we are taking in, but also spending more money at this time. There is a concern about high charges on the service that we use to process credit cards. The company is Worldpay. Jennifer is planning to investigate the charges on our account. Last year we paid about \$10,000 in fees, much higher than budgeted. One problem is that nobody currently on the board is on the account so information is sparse. There was also discussion about how invoices are being broken down...when our bills come in they should be itemized in QuickBooks. This is not being done and is making budget tracking very difficult. There was discussion of the problems with the book-keeping. There have been a variety of problems, and the issue has been referred to the Admin/Personnel Committees

**Committee and Section Budgets:**

Jennifer and Will announced that Committee and Section FY20 budget requests should be in before DECEMBER!!!

Will decided to take the following items out of order so that votes could be taken while there was a quorum:

**IFSRC:**

Carol Witt has been appointed as Co-Chair. The Committee has put forward a candidate for the first Civil Liberties Champion Award. Jackie presented information on the proposed recipient, Roopika Risam, Professor of English at Salem State University. Professor Risam has created a website called “Torn Apart” which identifies immigrant detention centers and shelters around the country. The award will be presented on October 18<sup>th</sup> at the day-long standalone, “Confronting Inequality” program. The event will include: Idea Fair, Civil Liberty Award, Lunch, 2 speakers: Virginia Eubanks & Chuck Collins. Motion from the IFSRC: To name Roopika Risam as Civil Liberties Champion Award. Passed unanimously.

**Go To Meeting subscription:**

Thanks to Sharon Shaloo for assisting us recently by allowing us to use the MCB account for meetings. We should have our own subscription. A regular non-profit subscription that would meet our needs would be \$30 per month. Jennifer H talked about the need for having a Go-To-Meeting for many committees. Managing the “traffic’ on the platform would be the job of the Association Manager. Motion to expend up to \$500 annually for Go-To-Meeting.

Motion: Jennifer Harris

Second: Charlotte Canelli

Passed unanimously

Will announced that we would return to the regular order of the Agenda:

**President’s Report**

Don Woods, Head of Chapter Relations for ALA, is retiring. Will is sending a letter and small donation. ALA President Garcia-Febo is going to be at the Cambridge Public Library, speaking and attending a story time, etc. It is scheduled for October 18<sup>th</sup> (the same day as our planned standalone.) Will plans to work out representation at both events.

**Sections/Committees/Liaisons**

**Archivist’s report:**

Aimie contacted former archivist, Sunny Vandermark. The BPL owns our archives up until 2009. Post-2009 records are housed at Minuteman Library Network. Currently our records are not available due to BPL construction. Aimie talked about her plans to learn more about our archives, make sure we have access to them in the future, and looking into digitizing these records. Aimie also discussed her idea that the Archivist might have a role in the maintenance of the website. Will shall talk with Aimie further about these ideas.

**Conference update:**

Planning has begun for 2019. The idea of rolling lunch into the cost of registration is being considered. Maybe make it a buffet; the vegan/allergy options were not good at Framingham and a buffet might improve food selections. Will reported that Admin. Committee is in favor of looking into this option. This year we did not make the room requirement. Discussion about Early Bird Registration—it was not offered this year, since it can complicate registration procedures. Over 550 people attended the

conference, and the conference made a “profit” or at least “broke even” if you include the Conference manager’s fees.

**ParaLibrarian Section:**

Following discussion at the June meeting, the Section is working on a report on the financial impact of their certification program. Will is going to be talking with the Committee on that.

**Strategic Plan:**

Will and Esme are working on reviewing and updating the Plan. Will is asking everyone to look at the document closely and In October the Board will review it more in-depth. There will be some updating done at that time.

**MBLC:**

The State Budget was signed by the governor—he vetoed earmarks for individual libraries, but Legislature over-rode these vetoes. MCB was level-funded again. MLA has been invited to attend the next Board meeting on Thursday Sept 6<sup>th</sup> to discuss the 2020 budget priorities. A survey is now available about the legislative priorities. How does state library funding impact libraries locally? Earmarks have once again become a real problem in the Library Line items –when they appear in lines like State Aid, it appears that there is an increase in State Aid for all libraries, but it may just be going to provide a new roof or computers for a single library. Deb Abraham, former Director of the Parlin Library in Everett, and former MLA President, has been named new Commissioner. Three more Commissioners will have term expirations this year. MBLC Executive Director went to a meeting with Director of DESE, Jeff Riley. New Trustee Handbook is being readied. The new Special Report on Networks was the subject of several focus groups around the state and a committee is being formed to further assess and understand the impact of the networks on library service. There is a new poster available “Welcome to the Library” featuring the Statue of Liberty. The Board is actively interviewing for Rosemary Waltos and Gregor Trinkaus-Randall’s open positions.

**Finance Committee:**

The Committee is dealing with Fidelity Accounts. It is very difficult to get signatures changed, etc. Finance Committee will be meeting in October. They are giving consideration to changing from Fidelity, due to poor customer service.

**MLS Report:**

New minimum wage changes will deeply affect delivery charges. MLS Board is concerned about that. The Executive Director search is on-going, due to the fact that the Board was unable to come to employment terms with the person they chose in the first round.

**NELA:**

A written report was distributed via email. Krista brought up the issue of NELLs funding. Since 2011 the MA contribution to support NELLs has been paid out of LSTA funds by the MBLC. NELA is seeking a commitment for \$2,000 from each New England state to fund NELLs next year. After discussion about the way the funding has worked in the past, the Board asked Mary Rose to see if the MBLC would continue to fund Massachusetts’ portion of NELLs support, which might then allow MLA to set aside money to support the tuition needs of MA participants with scholarships. Mary Rose agreed to bring this back to James. Will signed the commitment letter that whatever the case, MLA will make sure that MA makes the needed contribution to NELLs.

**Massachusetts Center for the Book (MCB):** Sharon distributed “door tags” that will be used to promote Leonard Nimoy’s biography which will be used at National Book Festival. Calls are out for the most recent books for MA Book Awards. In order to promote the Center’s work and the Book Awards, the Center is sponsoring a program at the Boston Book Festival – a panel with Gish Jen and Margot Livesy moderated by Sven Birksen to talk about the writing craft. The Literary Walking tours app, is going very well. Several local history & literary tours have been made available, others in the works. The Commonwealth Events Calendar is going well, its goal is promoting activities in libraries across town borders. MCB is working to see if they can keep it going. Budget stagnation and lack of stability is making consistent service very difficult.

**Old Business:**

**Institutional Membership:**

Sharon noted that the lowest Institutional membership was very helpful. Even if it had excluded Conference Registration, having a lower membership was good for small budget-stretched organizations. Will is going to talk more about these memberships with the Membership Committee. Also, everyone on the Board should make sure they are MEMBERS!!

**CQ Engage:**

To follow up on last month’s discussion, Will confirmed that we are not giving access to individual libraries at this time. Charlotte mentioned that she had talked to other Chapter representative at ALA, and found out about their Engage practices...if they had an Exec. Director and staff they tended to use Engage more.

**Legislative Committee** is doing a Candidate Survey for state office-seekers, and needs about \$200 for mailing the survey. The Board thought they could use the funding in the Committee budget to fund the survey.

Will reviewed the following goals/tasks that Board Members should be working on before the next Executive Board meeting in October:

- \* Look at strategic plan
- \* Association Manager review
- \* Discuss Institutional Membership with Membership Committee
- \* Discuss proposal for change in Meals at Conference
- \* Paralibrarian Section Report of benefits of awards program.
- \* Proposal from Aimie about Archives.
- \* Check on availability of meeting documents for Board Members

Motion to adjourn the meeting at 12:45pm  
Passed by unanimous consent.

Respectfully Submitted,

Krista I McLeod,  
Secretary Pro Tem