



## **EXECUTIVE BOARD MEETING**

**Friday, October 12, 2018**

**10:00am**

**Shrewsbury Public Library**

Attending: Nora Blake, Laurie Lessner, Charlotte Canelli, Jocelyn Tavares, Sarah Sogigian, Michelle Filleul, Ellen Rainville, Krista McLeod, Marissa Antosh, James Lonergan, Jackie Rafferty, Bernadette Rivard, Esme Green, Jennifer Harris, Will Adamczyk, Noelle Boc, Ellen Keane

Attending via GotoMeeting: Alex Lent, Carol Witt, Sharon Shaloo

Call to order at 10:11am

- Motion to approve minutes from last meeting by Jennifer Harris and seconded by Bernadette Rivard; Ellen Rainville and Nora Blake abstain, all others in favor.

### **President's Report -- Will Adamczyk**

- Jennifer Pike and Will are working on a more uniform budget request system; section chairs should have received draft blank budget sheets. Would like FY20 budgets submitted by end of October for the Admin Board to review in November. The budget proposals can come to Executive Board in December and then changes can be made in January. In February, Executive Board can have final approval so it can be posted before the May annual meeting at MLA Conference. Tested it on numbers from last year's budgets. Please contact Jen Pike or Will if you have questions. The goal is to be as transparent as possible and to have information presented in a uniform fashion.
- Will has been trying to attend to section or committee meetings to see what is going on with everyone and be a presence. Let him know if you want him to attend one of your section meetings.
- Cambridge Public Library is going to be hosting the new ALA president and we hope to have a presence there as well from some members.

**Treasurer's report** deferred due to Jennifer Pike's absence at the meeting. No report was submitted.

### **Archivist's report** (Will in lieu of Aimie Westphal)

- Aimie has been working hard to bring things up to speed
- Boston Public Library issues: originally turned over our archives for them to house with the idea that we'd make regular deposits but haven't for 3-5 years; currently BPL is renovating and we don't have access to our archives for the next 12-24 months.

- Proposal is that Aimie will start digitizing more current records and then work backwards. The question will be of where to host this? Digital Commonwealth? BPL? Masslib.org? No need to password protect it, so plenty of options. Will revisit.
- Should we create a policy of what to keep and what to toss from the archives? Do we already have a policy? Does BPL have a policy we can adopt or that they have been using?
- Motion to accept the proposal to authorize the transfer of archival documents from their current housing in the Minuteman offices to the MVLC offices is made by Ellen Rainville, seconded by Esme Green. All in favor.

**Conference update**—Michelle Filleul

- Conference wants to roll meals into the registration fee (mainly the lunches). Being looked into to see if the hotel can do that this year and can address different dietary restrictions. Like to have it settled into the rates by January so we can start posting it with early bird registration.
- Need pricing proposal for individuals and for institutional members for December meeting
- Theme of the 2019 conference is Greatest Job on Earth
- How to attract more members to the annual meeting at MLA was discussed. Have it at lunch (since lunch would be included)? Or instead have it as a breakfast meeting?
- MLA will have the app again from Capira--same as last year.

**Paraprofessional Section**—no report or member present; hopefully next meeting

**Personnel Issues and Education committee**

- Nora Blake is appointed to chair the committee and Charlotte Canelli and others will be appointed to join it.
- Committee will be charged with reviewing MLA staff and with bringing back the library standard salary suggestions and guidelines. The guidelines were valuable for arguing for salaries, making comparisons, and so on. Would be a good idea to include the paraprofessional section in the conversation and in the guidelines.
- Would also like to see this committee working with the NELA representative to work with candidates for the NELS scholarships.

**Strategic Plan Discussion**—Esme Green

- Esme provided a print out of the Goals and objectives. This is an online Google sheet which has now been gone through to attach responsibilities for each section or committee to aid in achieving the objectives. Esme will resend the Google sheet and you can update your section into the responsibility column; it will be updated with assignments. Remember to talk to your sections about the topics on the plan that need addressing
- MLA Admin calendar—It exists! It should be attached to the packet for the meeting which will help with reminders –Ellen Rainville has it and will resend it to Esme and Will
- Proposal to make conference materials available to MLA members and conference attendees with password protected access on the Masslib.org site beginning with 2019 conference. Motion made by Jennifer Harris and seconded by Esme Green. No further discussion, unanimously passed

- Remember to be members in good standing for MLA, especially if you are on a section or committee.

### **Committee Reports**

#### **MBLC—James Lonergan**

- Legislative agenda was discussed; statewide survey was taken; asking for 3% increase in all of our line action items except for 2
- New bond bill for construction we are asking for a line increase as well; MBLC was told to ask for whatever we want but we are capped at \$20 million per year, so hoping to get that raised to \$25 million
- MBLC will be reaching out to those libraries on the construction waiting list to get them talking
- New commissioner--Leslie Ball was the Scituate library foundations head; 6 commissioners terms have expired so lots of turnover currently
- Building lease is up in the next year and half; MBLC is looking for new offices, dependent if they can potentially stay where they are
- Budget is already out
- MBLC & MLS are meeting to clarify their roles and responsibilities
- Trustees guide is available
- Two new employees--Andrea Bunker will be doing Building Construction and Evan Knight will be in Preservation
- MLS and MBLC are looking at how to raise funding for delivery because it is currently 62% of MLS' budget so looking at adding funds to line 9401
- Does MLA give a statement of support to the MBLC for its budgets or legislative agenda? Past practice is that the agenda is adopted by MLA at December meeting and we can add to it at that point as well. This should come from legislative and then we'll talk about it in December.

#### **Intellectual Freedom SRC-Carol Witt and Jackie Rafferty**

- Program is coming up next Thursday, currently 45 registrations, Globe article this past weekend on the program; details on the MLA site
- Worcester Library's previous policy for computer use was replaced by the city with the city's policy which doesn't gel with library policies of freedom of internet. New policy does not conform with Mass General Law which is not legal to keep records of what people are viewing. James Lonergan from MBLC is involved now in the case. City of Worcester is saying they can access a patron's search records on the internet. Attorney General's Office will likely also be involved. More fact finding is needed.
- Another co-chair is needed for the section due to Jackie retiring (good wishes to her in her retirement!).

#### **PR Committee—Jocelyn Tavares**

- looking for ways to streamline the PR awards; shrinking the categories to maybe 3 major ones instead of many small ones since there is often no submissions in many categories as it is now
- Motion from committee to change it this year; all in favor of adopting recommendation

**Legislative Committee**—Jennifer Harris

- Legislative Day is March 5th, 2019
- can now only have 4 tables instead of 14 in the hall, so the section will address that and who will end up with the tables

**NELA Representative**—Krista McLeod

- Keith Fields will be getting the Emerson Greenway Award

**YSS**—Marissa Antosh

- Weekend retreat has been rescheduled for March 23-24 in Duxbury and will refund everyone who registered for it previously and then people can re-register for it

**Old Business**

- GotoMeeting--if your section wants to use it, contact the association manager to schedule it.
- MLA mailing address--still use Westborough Library as our business address which is not optimal but what we've got for now

**New Business**

- Nanci Milone Hill and Diane Annuziatio want to petition to create a Reader's Advisory section of MLA; need 25 members of MLA to sign the petition and then we'll discuss it in December and then it will go to annual meeting in May

Upcoming for the December meeting

- remember to have budget concerns to Will and Jennifer Pike
- will talk about the legislative slate
- remember to look at the Strategic plan and talk to your sections

Motion to adjourn at 12:08pm by Esme Green; seconded by Nora Blake

Respectfully submitted by  
Noelle Boc  
MLA Executive Board Secretary