

**MLA Admin Board Meeting
Agenda (Conference Call)
Wednesday, November 13, 10am**

1. Call to Order
2. Approve minutes from previous meeting [September 6, 2019]
3. Treasurer's Report
 - a. Taxes
 - b. FY21 budget
4. Kristen's proposals
 - a. sponsorship
 - b. Website
5. Association Manager's Report
6. Admin [Calendar](#) Items:
 - OCT
 - a. Attend NELA Conference
 - b. Attend MBLC Legislative Agenda Meetings
 - c. Board Presentation from NELLs Graduates
 - d. MLA Representation at Boston Book Festival
 - e. Investment Committee Meets
 - f. Committees, Sections prepare Budget submittals
 - NOV
 - g. 990 Form, PC Form and State Tax Forms due
 - h. Admin Board Meeting, 10am
 - i. Attend MSLA Conference
7. Macmillan update
8. Lynda.com update?
9. Action Plan update
10. Adjourn