



EXECUTIVE BOARD MEETING MINUTES

October 8, 2020 at 10:00am

Conducted via ZOOM

Attending: Nora Blake (President), Esme Green (Past President/ALA Chapter Councillor), Will Adamczyk (Legislative), Joanne Lamothe (Vice President), Noelle Boc (Secretary), Bernadette Rivard (Treasurer) Rebecca Beckley (Association Manager), Jennifer Harris (Legislative), Michelle Filleul (Conference), Krista McLeod (NELA), Callan Bignoli (Library Information Technologies), Pam Aghababian (Readers Advisory), Kristen Collins (Conference Director), Kim Hewitt (Conference), Andrea Fiorillo (IF/SRC), Ellen Keane (Conference), Andrea Puglisi (PR), Pam McCuen (Jordan Miller), Aimie Westphal (Archives), Sarah Breen (RUSS), Sarah Sullivan (Leadership & Management), James Lonergan (MBLC), Sarah Sogigian (MLS), Jocelyn Tavares (PR), Ellen Rainville (By-Laws), Amy Dorscheimer (Jordan Miller), Sharon Shaloo (Mass Center for the Book), Alene Moroni (Readers Advisory), Greg Pronevitz (MSLA)

Call to Order at 10:12am

Motion to approve the minutes from the July 9, 2020 Executive Board meeting is made by Will Adamczyk and seconded by Jennifer Harris. All in favor. One abstention.

Treasurer's Report—Bernadette Rivard

- Started September with \$17,000 and ended up with \$15,000 with regular expenses.
- Had budgeted for about \$10,000 for membership per month; we are a bit low but close enough.
- Payroll is on budget.
- Insurance we might be slightly short; some items might be short with income being down, but nothing to worry about. Please contact Bernadette if you have concerns/questions.
- Question: is our membership income where it would be in a normal year? Bernadette will look at comparisons. Much of our membership money comes in right before conference. Concerns around how much we might have to dip into our reserves if we can't pay our bills due to lower membership from COVID budget cuts.
- Investment Committee will be meeting to talk over investments and a CD coming to term soon. We'll be working on our payback of the PPP loan as well.
- **FY22 budget planning**--in mid-November sections/committees will get a budget worksheet and it is asked that these are filled out with your plans as best you can.

Conference Update--Michelle Filleul, Kim Hewitt, Jocelyn Tavares & Kristen Collins

- Will be going virtual for May 17-19, 2021. Let's Get Digital is the theme.
- Will try to make it free for all MLA members and charge a fee for non-members.
- Went through the 2020 program schedule and kept several programs and are currently doing a call for proposals. They have met with a virtual production companies to see who to go with. Don't know what the budget will be.

- Past exhibitors have been reached out to about doing virtual exhibits, which they aren't interested in, but they are more interested in doing ads between sessions or pushing out advertising to members. Kristen would be responsible for pushing out content as opposed to handing out member lists to vendors. Executive Board is in favor of this idea. Maybe have vendors pay a little more for ad space since they don't actually have to travel. Some vendors paid it forward from last year's cancelled one and will be given first dibs on opportunities. Hopefully can convert some of this into yearlong sponsorship.
- At least 6 proposals for new programs have been received. Will push out the request for proposals to all of the networks and MASSYAC. November 2nd is the due date for proposals, so other sections can put forth proposals.
- Question: is there a way for Legislative Committee to stay involved with programming at conference? Yes, some programming will likely be kept for that avenue.
- Public Relations has a slate for Hall of Fame. A motion is made for Greg Pronevitz, Michael Colford and Patience Jackson to be nominated for the Hall of Fame by Esme Green and seconded by Michelle Filleul.
- PR noted that the MLA newsletter has been pushed back due to the pandemic, but a new edition is being worked on.

Strategic planning update—Nora Blake

- Survey was put out about a month ago and one more reminder will go out so that we can mine the data. December will see a draft for Executive Board to look at.

Updates

MBLC—James Lonergan

- The state has been working on an interim budget. Hoping for a budget sometime after the election realistically. Thinking revenue will be \$3-5 billion under last year's. No one knows about any other recovery funding from the federal government until after the election. Discussing how to use rainy day funding presently.
- Legislative agenda normally would have already been in discussions, but is impossible with the state not knowing their own budget yet. Guess is to focus on state aid unless another line is cut dramatically.
- MBLC finally moved to 90 Canal Street and phone and emails remain the same.
- Some libraries are banding together to apply for federal funding for buildings; there is currently a more national push for the Library Stabilization Fund. It is going to be tough for the waitlist libraries to get their funding during pandemic times. This would involve the state putting up 50%, federal 25%, then local funding 25%. MBLC thinks that it might not be a good idea for just Massachusetts to push for federal funds just for us, but that decision is not in MBLC's purview. MBLC is hoping to be able to get back to the construction projects and support the waitlist as much as it can. Ellen Rainville commented that the group looking to do this means no disrespect to MBLC, but it is going to be a real challenge for communities to take on this debt at this time.

MLS--Sarah Sogigian

- Making in person visits to libraries in various stages of opening to help inform MLS and the bigger library world. Let Sarah know if you'd like a library visit.
- Delivery is going pretty well; material turnover is good and delays are normally due to quarantining.
- Strategic plan is just about done and will be presented at the annual meeting of MLS. Annual meeting is November 2 and will happen virtually. Registration is open soon. Dr. Derrick Gay is keynote speaker.
- MLS was awarded CARES Act funding and will use it for job seeking workshops. Ellen Rainville suggested some training on ZOOM on how to do surveys, elections, vote tallying, etc. for conference or with MLS

NELA—Krista McLeod

- Coming to the end of NELA's virtual conference and it has been going well. Some mixed reviews from the vendors.
- Boards are transitioning right now. Also facing the challenge of budgeting during a pandemic year. No idea yet about whether NELLs will happen.

MSLA—Greg Pronevitz

- Same budget and conference issues as everyone else. MSLA is thinking about charging for their conference; playing with \$65 as a starting point.
- Advocacy for libraries is going to be even more important. School libraries are at high risk and they are asking to be notified if anyone knows of a school library at risk in their community.
- Krista McLeod suggests highlighting the importance of the public library supporting the school libraries in their communities. If MSLA can find a way to alert public libraries to at risk school libraries in their communities, that could be a good door to collaboration.

Jordan Miller—Pam McCuen

- Last year's winner wants to push their funding to the spring due to the pandemic conditions and wanted to check that was fine for them to do. Since Jordan Miller maintains its own fund, it shouldn't affect the MLA budget otherwise.

New Business

- When should statements/letters be brought to the Executive Board to be worked on rather than the Administration Board? Argument is that sometimes all details are not known of the case before a statement is published.
 - Discussion: urgency is a factor in many cases, but the Executive Board would like to be informed, especially because members get asked about the statements made.
 - Traditionally, the Administrative Board acts for the Executive Board and there is a difference between public letters and personnel issues that may not be appropriate to be discussed with the entire Executive Board.
 - The Administrative Board is entrusted with management of the Association. The Administrative Board has been voted in by the entire membership, which is not true of the Executive Board. Publicity and media statements tend to go through the Executive Board, but the Administrative Board is responsible for other statements. Trust is voted into the leadership of the Administrative Board and they should be responsible for drafting statements and sharing them with the Executive Board as need dictates.
- Code of Conduct
 - A recent situation that came to light involved two MLA members in leadership positions in different sections/committees and their harassment of another MLA member who chaired a section. The decision made by the Administrative Board was to remove the offenders from leadership roles but not to remove them as members. MLA currently does not have a Code of Conduct policy or procedure. In the absence of a policy, the Administrative Board did what they could, which was to hear the complaint and then investigate the issue.
 - Executive Board members had some concerns about the handling of this situation. There is a difference between harassment, bullying and wanting to air ideas or create a dialogue, which was discussed. Another concern was around having someone removed without allowing them to defend themselves directly. One of the members who was removed from their position made an appeal for their position to be restored. The Administrative Board met to review the evidence that was provided, but agreed that the decision of the board stands. The lingering

concerns around allowing redress or mediation will certainly be included when the Code of Conduct is created.

- NELA has a new Code of Conduct policy that Krista McLeod authored and MLA should move towards something similar. The Administrative Board will work on creating a policy to bring to the Executive Board for the December meeting.

- **Other**

- It should be announced when the meeting begins whether or not it is being recorded.
- Question: does MLA currently offer any career training or help? Someone needs to be recruited for the Personnel and Education Committee to help with career development. Legislative Committee and Personnel and Education could work together on it. Please contact Nora if you know anyone interested in the role.

Old Business--NONE

Motion to Adjourn at 12:17pm by Pam Aghababian

Respectfully submitted,

Noelle Boc, MLA Secretary