



**Administrative Board Meeting  
Minutes  
Friday, January 8, 2021, 2:00pm via Zoom**

Attending: Bernadette Rivard (Treasurer), Nora Blake (President), Joanne Lamothe (Vice President), Noelle Boc (Secretary), Esme Green (Past President), Rebecca Beckley (Association Manager)

Call to Order at 2:03pm

**Motion to approve the minutes** from the November 13, 2020 Administrative Board Meeting made by Bernadette Rivard, seconded by Esme Green. All in favor.

**Treasurer's Report**—Bernadette Rivard

- Membership is still doing well but we'll need to keep an eye on our accounts if our funds get low.
- Need to check in with Conference and their sponsorships at this point. Expenses are minimized, so money doesn't look bad. If there are fee changes for attendees of Conference, those need to go through the Executive Board soon.
- Sections/Committees budgets: as long as their programming is in early 2022, then it still should be okay to have in the budget. Is it too soon to plan in person events? Discussed if there is a way in 2022 to have a partially hybrid conference. YSS does have a non-zero budget and shall be reached out to rectify it.
- Filings are all done.

**Association Manager's Report**—Rebecca Beckley

- MLA received a couple of donations for the end of the year.
- AmazonSmile is still too new to show results.
- Need to make sure that if there are any vacancies in a section that their email gets forwarded to Rebecca until the position is filled.
- Still having an issue with some chairs not checking their MLA emails and need to perhaps create expectations to add to the procedural documentation.

**Administrative Calendar Items:**

January

- ALA Midwinter--Esme will be attending; we need to add travel money to the ALA Councilor budget

- Nominating Committee Report due to Membership (Jan. 31)--Esme and Rebecca will work on it. Treasurer position needs refilling this year--Bernadette has agreed to run again for the position. Discussion around having a Treasurer Elect position which requires a bylaw change.

#### February

- Executive Board Meeting planned for February 12<sup>th</sup>
- Strategic Plan due
- ByLaws review (if needed)
- Appoint nominating committee for next fiscal year. This is only necessary if the Past President feels the need for help.
- Present material for Annual Meeting (slate for election, Bylaws changes (if any), Strategic Plan)
- Approve budget

#### **Strategic Plan Update**—Nora Blake

- A draft is in progress and will be pushed forward by end of the month.

#### **Code of Conduct policies**—Nora Blake

- Nora is working on updates to the policies after our discussion with the Executive Board. Hopefully will have this ready for the Executive Board meeting in February.

**Legislative Committee** is thinking we should write a thank you letter to the state legislature for their support.

**Condemnation for the Capitol Attack:** Do we do a statement condemning the action? Upon discussion, the Administrative Board decided to reach out to the Executive Board for web resources to help with the issue, such as how to talk to children about it, self-care, et cetera, to be put onto a webpage. Positive action instead of a statement.

**Discussion** around being aware of a petition to move library workers up the list of who is getting vaccinated next in Massachusetts. MBLC and MLS are reporting some pressure from workers. MLA may create a statement.

**Adjourn** at 3:05pm

Respectfully submitted,  
Noelle Boc  
MLA Secretary