



**Administrative Board Meeting
Minutes
Friday, March 12, 2021, 10am
Via Zoom**

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

Call to Order at 10:10am

Motion to approve the minutes from the January 8, 2021 Administrative Board meeting made by Joanne Lamothe and seconded by Bernadette Rivard. All in favor.

Treasurer's Report – Bernadette Rivard

- FY2022 Final Budget—Conference will be looking at having an in person event next year with limited technology features.
ALA Councilor's budget needs to be added in still. Membership is in line with our past numbers. Sections and committees are revenue neutral, so those should be okay. Membership usually covers the office costs. Bernadette will create a budget narrative and the links to the spreadsheets and email out to the Executive Board.
Motion made to approve the FY2022 Budget from Esme Green and seconded by Joanne Lamothe. All in favor.
- February Treasurer Report--We have received our next PPP loans and we shouldn't have to move anything from investments for quite awhile. Hopefully conference sponsorships will start coming in.
- Financial plan--reaching out to the Investment Committee to update the plan and then bring back to the Administrative Board and then to the Executive Board to approve.

Association Manager's Report—Rebecca Beckley

- We got non-profit GSuites up and running.
- SurveyMonkey subscription goes through September and then we'll use GoogleForms after that.
- March 22nd is cutoff for voting in the elections.
- Trying to reconcile sponsors from last year moving forward to this year and the difference in cost due to the conference only being virtual this year.
- Upgraded Zoom to accommodate Legislative Day.

Annual Conference preparations—

- ByLaws updates, sections and committee reports need to be submitted for the member packet.

- State of the State from MBLC and the ALA president will be speaking, as well as the MLA President to give an annual report.
- The new Programming Section needs to give us a description to send out to membership to prep for meeting.

Code of Conduct for Boards and Committees AND Code of Conduct for MLA Conferences, Meetings and Events.--in progress, hopefully new draft soon

Other business

- Center for the Book approached us to help take over some book awards--they would be willing to give some money towards it. We could have Readers Advisory or YSS do some of this. We are going to ask for a written proposal for her vision of what she is thinking we are taking on.
- We want to create a by-laws change that would create a Treasurer Elect position. This would allow MLA to have someone in place before the Treasurer leaves office to be trained and create consistency.

Adjourn at 11:03am

Respectfully submitted,
Noelle Boc, MLA Secretary