



Executive Board Business and Transition Meeting

Friday, June 11, 2021

10:00am – 1:00pm

Virtual Meeting via Zoom

Attending: Rebecca Beckley (Association Manager), Nora Blake (President), Pam Aghababian (Readers Advisory), Jennifer Harris (Legislative), Sarah Sullivan (Leadership & Management), Bernadette Rivard (Treasurer), Joanne Lamothe (Vice President), Kim Hewitt (Conference), Will Adamczyk (Legislative), Callan Bignoli (LITS), Alene Moroni (Readers Advisory), Noelle Boc (Secretary), Sarah Sogigian (MLS), Jocelyn Tavares (PR), Anna McGrath (Paralibrarians), Amy Dorsheimer (Jordan Miller), Maura Deedy (Leadership & Management), Siobhan Robinson (LITS), Stephanie Barnaby, Meena Jain (Programming), Esme Green (Past President/ALA Councilor), Andrea Fiorillo (IF/SRC), Sarah Breen (RUSS), Anna Mickelsen (Readers Advisory), Mary Rose Quinn (MBLC)

PART ONE: Business Meeting

Call to Order at 10:05am.

Motion to approve the minutes from the April 2021 Executive Board meeting made by Bernadette Rivard and seconded by Jennifer Harris. All in favor.

Treasurer's Report-Bernadette Rivard

Started the month of May with \$30,000 in our account. Membership had great numbers. All the conference bills haven't been paid yet. Our known bank balance is over \$31K and our investments continue to do well. With our PPP loan and investments, we should end up the year with close to a positive bank balance

Motion to accept the treasurer's report made by Joanne Lamothe, seconded by Esme Green. All in favor.

May 2021 Conference Review –Kim Hewitt

Virtual conference had 367 attendees, which was pretty good considering. There were some very popular sessions. The networking opportunities were smaller but enjoyed. Please take the post conference survey. Next year is planned to be in person May 23-25 with Turn the Tide as the theme in Hyannis. Money will be saved not redoing the graphics from the conference that never happened in 2020. Videos of the sessions are getting engagement. It hasn't been set in stone how much time the videos would be up, but six months is the idea. There were some

issues with the vendor on the backend, but the attendees front end side looked and worked fine.

Updates

a. MBLC –MaryRose Quinn

Key point in the report is the Senate passed a budget that mirrored the House budget except for not funding Center for the Book. Got another increase this year, and that's great. \$3.5 mil in ARPA funding that will get distributed. Kudos to a great conference.

b. MLS—Sarah Sogigian

Well done to the whole Conference Committee on the conference. Working on a big project of confirming member libraries status to help track our individual members and engagement with everyone. Working through our engagement with our partners. Doing a significant series of webinars on DEI and Leadership. Many are already full and have been popular, so already at work to repeat the courses.

Old Business

Code of Conduct is still being worked on and hopefully will be a new draft at the July meeting.

New Business -NONE

Future Meeting Dates—tabled and put into the transition training; schedule will be the same.

Second Friday of the month at 10am. Executive Board meets February, April, June, August, October, and December. Administrative Committee meetings are also every other month, but the opposite ones: January, March, May, July, September and November.

THANK YOU TO NORA and to everyone on the Administrative Committee for leading MLA through a difficult year, notes Will Adamczyk.

Motion to adjourn the business meeting at 10:35 made by Will Adamczyk and seconded by Anna McGrath. All in favor.

Respectfully submitted,
Noelle Boc
Administrative Secretary

PART TWO: Transition Meeting MLA Conference & Section Chair Training

1. Introductory Remarks (Nora & Joanne)—we are recording this meeting for people to reference it or for those who couldn't attend.
 - a. Outline of the day's events
 1. Introduction of officers - explanation of roles and duties (Nora & Joanne)
 - a. President
 - b. VP/President Elect
 - c. Past President
 - d. Treasurer
 - e. Secretary
 2. MLA Budget (Bernadette)
 - a. Budget timeline - submit October, discuss December, vote February
 3. Introduction of MLA staff - explanation of roles (Nora & Joanne)
 - a. Association Manager - Rebecca Beckley
 - b. Conference Director - Kristen Collins
 4. Important documents - overview of Google Drive (Nora & Joanne)
 - a. By-Laws
 - b. Section mission statements
 - c. Strategic Plan update
 - d. Calendar (including future meeting dates)
 - e. Budget
 - f. Masslib.org website - where to find meeting info (Noelle)
 - g. Google Drive (Rebecca)
 - h. Contact List for Organization (Rebecca)
 - i. Annual Calendar (Rebecca)
 5. Introduction of Committees, Sections, Liaisons & Archivist - explanation of roles and expectations (Nora & Joanne)
 - a. Expectations
 - b. Attend Executive Board meetings - One vote per section
 - c. Create and submit a budget
 - d. Prepare reports for Executive Board meetings (6 times a year)
 - e. Prepare an annual report for Annual Meeting (happens at Conference)
 - f. Hold regular section meetings/programs
 1. Supply association manager with information for posting
 - g. Appoint a liaison for Conference Committee and ensure that person attends Conference Committee meetings
 - h. Prepare programs for Annual Conference
 - i. Maintain accurate information on Masslib.org
 1. Regularly review your area of the website
 2. Supply association manager with information for posting