

ADMINISTRATIVE BOARD MEETING

JULY 8, 2016

WORCESTER PUBLIC LIBRARY, 10 AM

Attending: Eric Poulin, Nora Blake, Alex Lent, Jennifer Pike, Jen Zolkos, Tracey Leger-Hornby (guest). Absent: Nancy Hill

# Call to order

Eric Poulin 10:00am

# Approval of minutes of March 25, 2016 meeting

Motion to approve: Jennifer Pike, second, Eric Poulin (three abstentions)

# Treasurer’s report

Jennifer presented the bill for conference. There were a high number of room comps on the bill. The group discussed why that might be. Is the entire Administrative Board really supposed to have their rooms paid for by MLA or should it just be the President’s room?

The invoice was approved and the policy for room compensation will be reviewed. Alex will bring it up at the next conference committee meeting.

# Association Manager’s report

* Working through post-conference items and paying all associated bills.
* Tower Hill is set for the retreat.
* Spoke to Bob Schier at NELA and all the logistics are set for beginning the joint MLA/NELA membership offering.
* Set up a Google drive so records and information that board members might need (like tax exempt form, letterhead, etc.) can be accessed easily.
* Cleaned up website to remove dated information but is having trouble working on the calendar widget.
* Working on marketing pieces for MLA and membership.
* Jen is open to any ideas to improve the website (better navigation, more logical information presentation, etc.)
* Jen wonders how much time is left on the contract with Wild Apricot. She would like to explore other solutions for membership and conference management that might have better features. Kristen Collins (conference manager) is also interested in a better tool.
* Jennifer Pike will look at the budget to see if there’s room to purchase a new computer for Jen Zolkos. She could use something more robust and modern.

# Acting President’s Report

Will send an announcement out about new joint membership offering with NELA.

The NELA advocacy summit is scheduled for July 19.

Alex will attend the MBLC advocacy event on July 29.

Eric and Alex will lead focus groups around the state for MLA’s strategic planning process.

MCCLPHEI is writing their strategic plan and one of the items for their plan is to partner with other types of library organizations. Their next board meeting is September 23, the date of MLA Board’s planning retreat. Should we change the date of the retreat? Can MCCLPHEI change the date of their meeting?

Discussion with guest, Tracey Ledger-Hornby, regarding goals of retreat. Tracey does not think the retreat will generate a mission and vision statement. Instead she thinks the retreat will likely generate questions for the MLA Board to use to focus the information gathering process. Tracey sees the fall as the time to gather information and finalize goals and then use that information finalize mission and vision statement by the end of 2016 or early 2017.

Jen will attempt to gather documents and information related to MLA and MLA’s history (by-laws, survey results, former strategic plans and other items) and make them available to all Board members as well as Tracey.

# Vice President’s Report

The small library conference put together by the Mass. Library System will not be happening this year.

Can MLA do something like this? Could MLA partner with the Mass. Library System (MLS) and/or Western Mass. Library Advocates (WMLA) to create a conference?

Alex will talk to people at the MLS and Eric will talk to people from WMLA to see if they are willing to collaborate.

# Nominating Committee Report—no report

# New Business

Nancy is on the mend and hopes to resume normal(ish) activity by the end of July.

# Adjourn

Meeting adjourned at 11:00am.