

ADMINISTRATIVE BOARD MEETING

MARCH 9, 2018

CONFERENCE CALL, 10 AM

Attending: Alex Lent, Jennifer Pike, William Adamczyk, Nora Blake

Absent: Nanci Milone-Hill

**Call to order**

10:04am - Alex Lent

**Approval of August 4, 2017 Minutes**

Jennifer Pike moved, Nora Blake seconded. All approved. Will Adamczyk abstained.

**Approval of January 12, 2018 Minutes**

Will moved, Jennifer Pike seconded. All approved. Nora Blake abstained.

**Treasurer’s Report – Jennifer Pike**

* Trying to recreate treasurer’s report as the templates Jennifer used were lost when she left her position at Worcester Public Library.
* Still working with Conference Committee to address their FY19 budget request and lower their request amount by at least $15,000.
* Will is suggested changing the A/V system portion of the Conference Committee from $15,000 to $1,000.
* Conference Committee will work to provide budget updates for conference to Administrative Committee.

**Other Business:**

* Will reported that progress is being made to change and update responsible parties on MLA’s investment accounts with Fidelity.
* Alex reported that he has appointed Amy Westfall as MLA’s Archivist.
* Jennifer reminded everyone that her new email address is treasurer@masslib.org and that all correspondence to her should go to this new address.
* Will brought up information from Laurie Lessner (Membership Committee Chair) in her request to add some membership incentives. She is suggesting that we offer $10 off of the membership fee for first-time members. She is also suggesting that we offer a 10-year membership to retirees for $100. It was agreed that this will be brought to the next Executive Board meeting on April 6.

**Adjournment**

Meeting adjourned at 10:30am.