MLA Executive Board Meeting
Agenda
Friday, October 11, 2019, 10am – 12pm
Shrewsbury Public Library, 609 Main Street

Please join my meeting from your computer, tablet or smartphone. https://global.gotomeeting.com/join/254124205
You can also dial in using your phone. United States: +1 (872) 240-3212

1. Call to order and vote to approve the minutes of the August 9, 2019 meeting
2. President’s Report
   a. Lynda response
   b. NELLS graduates invitation to December meeting
3. Treasurer’s Report
4. FY21 Budget
5. Association Manager’s Report
6. Strategic Planning (Will/Nora)
   a. Action plan update
   b. Work on new plan
7. Conference Update
8. Committee Reports
9. MBLC Legislative Agenda
10. IFSRC: Freedom to Read Foundation
11. New Business
12. Old Business
13. Adjournment

**A meeting of the Finance Committee will immediately follow eboard.**

*Next meeting: Tuesday, December 13, 2019*
Archives Report
October 11, 2019

**Records at MVLC:** now that I no longer work at the MVLC network office, I will need to move the physical records that I have stored there. Need to review inventory sheet I created and decide if all records are worth keeping or if any can be disposed of per the board’s approval. Will work on for next meeting.

**Archives Meeting Recap:** August 5, 2019 Rebecca (association manager) and I had a phone meeting to discuss the state of MLA’s electronic files to create a plan to bring them together on one cloud-based storage platform, eliminating duplicates in the process. Rebecca showed me the varied existing storage spaces, explaining size limits, and explained the work done so far to clean up these spaces. I let Rebecca know that I have a thumbdrive of files given to me by the previous archivist and filled her in on the history of the archives, including the physical files present state. After some discussion, the plan devised is as follows:

1. Aimie will assess the thumbdrive files compared to what is stored on Wild Apricot and the Dropbox. Any unique files will be added to GSuites. Duplicates will be deleted.
2. Aimie will work on the Records Retention Schedule and share a draft with Esme. Once this is finalized, both Aimie and Rebecca can use it to more quickly assess what needs to be stored.
3. Aimie will give Esme the background on idea to apply to Digital Commonwealth to have existing physical files digitized.
4. Aimie will assess Wild Apricot and Dropbox to understand scope of work and then be in touch with Rebecca to devise a plan to work together to clean it up. At present, the idea is to get Wild Apricot files paired down to 2018-present, transition old, inactive files to GSuites. Then comparing those to Dropbox and transition any unique files from Dropbox to GSuites.
5. Give the Executive Board an update on progress at the October meeting.

*This action plan delayed due to my new job, I hope to make some headway before the end of the year.

Respectfully submitted,

Aimie Westphal, MLA Archivist (2018-)
Association Manager Monthly Activity Report

Name: Rebecca Beckley  
Date: August 2019

Meetings Attended  
- Attended Executive Board meeting 8/9/2019

Membership/ Customer Service  
- Disabled renewal for Silver membership. Silver membership has been discontinued but there are currently 6 active Silver memberships and two have renewed recently. Have discussed with Membership Committee how to address.  
- Continue to receive inquiries about the Library Value Calculator. This seems to be valuable to libraries, and I would like to create an info sheet for inquiries and to maybe feature on our website.

Conference  
- Settled all but one unpaid conference invoice.

IT  
- Updated MLA Linkedin page with information and Logo.  
- Updated MLA Wikipedia page (still need to update section links)  
- Added Puerto Rico to state list on membership form, added committees to membership form for members to express interest in joining.  
- Noelle pointed out to me some updates needed on our member renewal form. I was able to edit some items (remove physical card mailing option, add committees.) After consulting with Laurie Lessner, I’m continuing to investigate how to make some larger changes to the membership form (option to change level while renewing, change mailing address in review and confirm pages. These are system pages in Wild Apricot and is proving difficult for me to figure out but I will continue to try until I figure it out.

Outside Agencies  
- Continue to send joint membership reports at the beginning of the month to NELA.  
- Worked with NELA to expedite two joint memberships so the members could register for the upcoming NELA conference.  
- Continue to add ALA joint student members to MLA from monthly ALA reports.  
- Reserved Shrewsbury Library Meeting room for October eboard meeting.
Financial

- Ran report of aging unpaid receivables to create list of all unpaid invoices older than 120 days that totaled 70. Some went back as far as 2015. After discussion with President and Treasurer, voided all invoices prior to 1/1/2019. This was previously approved at an Eboard meeting to void aging invoices. That leaves 12 unpaid invoices older than 120 days. Reminders have been sent.
- After discussion with Treasurer and President, will begin sending reminders on unpaid invoices at 30, 60, 90, 120 days and finally certified letter.
- Gathered insurance documentation for CPA, updated mailing address with our insurance companies.

Goals Met:

- Meet with Aimie to discuss digital archival strategy and website redesign. There is a lot of files stored in different places, working on plan to consolidate those all into Google Drive. Once they are safely stored we can begin removing files and links from Wild Apricot and the Website.
- Created Master password list of our vendor account login information, stored on MLA Administrative Board Google drive.

Goals for Next Month:

- Create MLA orientation process documentation for new Committee Section Chairs (Eventkeeper, webpage editing access, GSuites access, etc.) (Ongoing)
- Work with Treasurer to switch our billing from World Pay to Wild Apricot and update. Make list of all World Pay transaction links on website to be updated. (ongoing)
- Create ALA monthly report process documentation. (ongoing)
- Work with Brian Herzog, original author, to create infosheet for Library Value Calculator.
Conference Committee
October 2019

Meetings:
The Conference Committee had a meeting at the Cape Cod Resort and Conference Center in Hyannis on Friday, September 20 at. Our next meeting will be held on Friday, October 25, 10 am at the Reading Public Library.

Conference Proposals: 75 program proposals were submitted. The Conference Committee will discuss each program proposal at the October meeting and decide which programs will move forward at that time.

Registration: The cost to register for the Conference will remain the same, lunch will be continued in the cost.

Sponsorship: Kristin Collins is currently finalizing the sponsorship fee schedule for the Conference; information will be available by mid-October.

Exhibitors: Exhibitor Fees will remain the same as last year.

Respectfully Submitted by,
Michelle Filleul, Conference Co-chair
Past Activities:

- IF/SRC Business Meeting, September 17, 2019, Chelmsford Public Library:
  - Presentation and Facilitator Training by Keith West, Boston Latin School, in preparation for MBLC/MLS’ Communities in Crisis: Libraries Responding to the Opioid Epidemic Symposium
  - Brief presentation by Mary Rose Quinn, MBLC, on Census 2020
- FY2021 budget preparation: approved by the Committee
- Civil Liberties Champion Award nominations
  - US Congresswoman Ayanna Pressley (MA-7)
  - MA State Senator Cynthia Creem (First Middlesex and Norfolk)
- Climate Preparedness Week Plans: Springfield held a Disaster Plan for Your Home program
- Michelle Spinney, ALA Liaison, and Carol Witt attended ALA-OIF’s “State of the States” August meeting
  - We were asked to check if our state associations were members of the Freedom to Read Foundation
- Matt Amory, Susan Caulfield, and Karen Tobin, Intellectual Freedom Champions
  - Seekonk book challenges: key talking points developed/sent
  - Hopkinton program issue: key talking points sent
  - Susan Caulfield and Carol Witt attended MLS’ Copyright First Responders Training Program by Kyle K. Courtney, Copyright Advisor at Harvard Library, October 3-4, 2019, Devens Common Center

Upcoming and Ongoing Work:

- Anna Gooding-Call, IF/SRC Conference Committee Member: MLA Conference 2020 session preparation
  - Stephen Kinzer, author and former NY Times: Institutional racism and public libraries
  - Daniel Lyons, Boston College: What net neutrality is
Intellectual Freedom/Social Responsibilities Committee Report — October 2019

- MLA Conference 2020 session preparation (cont.)
  - Ally Dowds and Shiva Kuczinski, BPL and Pine Street Inn: Homelessness and libraries
  - Melanie Torres, Project Citizenship: How libraries can support citizenship efforts
- First Amendment ‘audits’: statement preparation and ongoing discussions since the issue arose in late August, including a recent question about how to potentially deal with them filming children
- Lynda.com/LinkedIn Learning: further discussion regarding MLA’s statement and LinkedIn’s response. IF/SRC agreed that the statement and recommendation to discontinue the service should not be rescinded at this point, since LinkedIn hasn’t made any commitments beyond delaying the changes
- Members will help to facilitate at MBLC/MLS’ Communities in Crisis: Libraries Responding to the Opioid Epidemic Symposium, November 15, 2019, Devens Common Center

Our next business meeting is tentatively scheduled for Tuesday, January 14, 2020, from 1-3 p.m. at the Canton Public Library. Agenda items include the possibility of holding a Symposium in FY2021, revamping the IF/SRC webpage, and our mission statement. There will also be a presentation and discussion about the 2020 Census with Maura Deedy, Library Advisory Specialist, MBLC.

Respectfully submitted,

Andrea Fiorillo and Carol Witt
Co-Chairs, IF/SRC
Jordan Miller Committee Report
October 2019

We have had 67 applications for this year's Jordan Miller Grant. The committee is reading the applications and will make a decision soon. The winner will be announced at the NERTCL luncheon on October 21. This year's Jordan Miller committee includes myself, Tammy De Pasquale and Bethany Klem.

NERTCL decided to withdraw the entry about Jordan Miller from their bylaws, because MLA, not NELA, has control of the Jordan Miller Funds.

Respectfully submitted,

Pam McCuen
Jordan Miller Chair
Leadership and Management Section
October 2019

Meetings:
Section has met twice now (8/1/19 and 9/5/19). Our second meeting was focused on generating ideas for MLA Conference proposals and 16 people attended. We also had a resource talk about “Power Dead-Even” and discussed two requests for help. The next meeting is November 7, 2-4p at the Minuteman Library Network. The topic will be “Building Trust.”

Conference Proposals:
The section came up with many program ideas, and submitted at least 4 proposals, with 1 or 2 still to come.

Respectfully submitted, Kim Hewitt, Leadership Co-Chair
The Legislative Committee began FY20 with the final approval for the State Budget. On average the Legislative Agenda set by the MBLC increased by 3% with additional funding in the State Aid to Public Library line and Resource Sharing line. The Legislative Committee is aware that the Construction Bond is now a House Bill and MBLC continues to promote a request for 250 million in total for 5 years with an increase in the cap for annual spending of $25 Million. This is an attempt to get funding to at least 17 libraries that are on the list currently for expansion or renovations.

We welcomed new members: Noreen O’Gara, Becky Plimpton from CMLA and Marie LeTarte Mueller, as well as Esme Green joined the meeting. We will continue to reach out to under-represented networks. Jeannette Lundgren from CWMars will join us at our next meeting.

Esme and Marnie Warner crafted the Letter of Support after MLA Executive Board approved and it has been submitted through Ms. Warner. She will inform us if any testimony is needed from our committee.

The Leg Com is submitting the proposal for a program at the MLA Conference in Hyannis, May 2020. It will be based on the previous program with the intent to invite different Reps and Senators to speak. In this way, we are involving more communities with their legislators. The Leadership Committee from EBoard asked us to address certain questions re: local advocacy so we will be expanding our Q & A to incorporate their request.

Library Legislative Day at the State House is being actively worked on, specifically securing a date which we are running into some negotiations with the Event Planning process. We will inform you as soon as we have a date certain.

We continue to encourage Library involvement with the Census 2020 activities throughout the Commonwealth as they begin to ramp up. Many towns and cities have a Complete Count Committee which we are being informed by MaryRose Quinn as details develop.

NLLD has been set for May 4 and 5, 2020 at Georgetown University Convention Center. Jennifer Harris will be attending through the support of the Leg Com Budget.

Catherine Halprin will be attending Boston Book Festival and will be handing out the committee’s Take Action postcard used previously.
The MLA Legislative Committee’s next meeting is October 25, 2019 at Minuteman in Natick.

Respectfully submitted
Jennifer Harris, Chair
MLS Update
September 2019

Marlborough Office News
We’ve completed our Marlborough office moved! Thank you to all of you for your good wishes, patience and support as we moved our Marlborough office to our new home at:

33 Boston Post Rd WEST
Suite 400
Marlborough, MA 01752

This address is recognized by GPS, Google Maps, and other map apps. Please be sure to use the full address; without the “WEST”, it will lead you to a different part of Marlborough. Our phone and emails remain the same. Updated directions can be found on our website.

Annual Meeting
Please join us at our 9th Annual Meeting, November 4, 2019 at the College of the Holy Cross, Worcester. In addition to the Business Meeting, the current class of Project SET will present their ignite talks, and we’ll welcome Peter Sokolowski, Lexicographer at Merriam Webster as our Keynote Speaker.

To register and for more details please visit our Event Calendar.

Consulting and Training Services Director
MLS is pleased to welcome Terry McQuown to our team! Terry will be joining us as the Consulting and Training Services Director beginning in mid-November. Terry joins us from King County Library System in Washington State, where he was the Learning & Development Coordinator.

Fall CE Calendar
Our CE calendar has been announced and workshops are filling up:

Fall 2019 Workshop Series:
Cultural Competence: A Collection Development Conversation with Kristi Chadwick
Getting Your Grant: An Introduction to the Art and Strategies of Proposal Writing with Shelley Quezada (MBLC)
Effective Meetings: Increase Productivity, Collaboration, and Innovation with Michelle Eberle
What is Media Mentorship?: Screens, Libraries, and Kids with April Mazza and Christi Farrar
Make Shift Happen: weeding the physical collection with Anna Popp
Steer Your Career! with Kelly Jo Woodside
In addition to our series of recurring workshops, we have scheduled several one-time learning opportunities, including:

Copyright First Responders Program, October 3-4
Procurement: Chapter 30B and MHEC, October 3
Advanced Juggling: the time management / project management workshop, October 10
Opioid Epidemic Symposium, November 15

Based on member feedback, Advanced Juggling, Effective Meetings, and Make Shift Happen are going to be very popular. The Opioid Epidemic Symposium is almost filled, too.

We’ll also be hosting some special lunchtime discussions this fall:

Director’s Lunchtime Discussion: open topics, October 25 at the Southwick Public Library
Small Library Lunchtime Discussion, November 8, Boylston Public Library
Director’s Lunchtime Discussion: Library Governance and Other Topics, December 6, Morrill Memorial Library, Norwood.
Small Library Lunchtime Discussion, date tdb, Yarmouth Town Library

Please register to attend on our calendar.
The Massachusetts School Library Association (MSLA)
Update to MLA Executive Board - October 2019

The MSLA Board met in a retreat format in September to develop action plans for each of MSLA’s focus area. I’ll share these when they are finalized. Next Board meeting is October 16, 2019.

Our 2020 Conference, “We can do it: School libraries build strong communities,” will be held March 29-30 at the Sheraton in Framingham.

Advocacy cochairs and MSLA leaders have been meeting with legislators to encourage implementation of the recommendations of the Special Commission on School Library Services in Massachusetts as described in the Commissions 2018 Report. The study found that there is disparity of equity of access to school libraries and school library services in Massachusetts schools. The recommendations are steps to enhance equity. We feel that the most important first steps are to appoint an individual at the Department of Secondary and Elementary Education with responsibility for school libraries. No one has this responsibility currently. We also would like to see a comprehensive audit or census of school libraries, librarians, and related services to provide a baseline for enhancing equity.

About MSLA

The MSLA is an association of school librarians, supporters of school libraries, and other stakeholders. We host professional development events and an annual conference to support our 700 members.

Contacts:

- Laura Luker, President, luker.laura@gmail.com
- Emily Kristofek, Office Manager/Event Planner - emilykristo@gmail.com
- Greg Pronevitz, Director of Outreach - greg@pronevitzconsulting.com, 978-760-4767

Our Vision--All students in Massachusetts will have consistent access to effective school library programs, led, taught, and implemented by credentialed school librarians that provide opportunities for every student to learn and succeed.

Mission--MSLA promotes school librarian leadership and school library programs that provide resources, instruction, and opportunities for collaboration that maximize student learning. MSLA works to ensure every school has a school library program that is fully integrated at all grade levels across the curriculum and has a significant and measurable impact on student achievement. MSLA provides its members with paths to school library leadership. The organization communicates its vision to members and potential members, the educational community, and the general public.

Massachusetts School Library Association
PO Box 336, Wayland, MA 01778
https://www.maschoollibraries.org/
Membership Committee
October 2019 Report

The Massachusetts Library Association has 580 members. We also have 204 members who have lapsed.

A spreadsheet of the contact info for these members is at . Please go through and contact people on your committees who need to renew. It is suggested to treat the lapse as an oversight and this is a gentle reminder that to serve on a committee, you must be a current MLA member.

We had a really fun meet & greet on Wednesday, August 28, 2019 At Six String Grill & Stage. There were about 10 of us, including the Library Land guys. We are able to explain to them the differences in all the libraries, where some had full custodial and in others, the director also cleaned the toilets.

For conference, we’ll be putting on another meet & greet, get to know MLA event. Details will be ironed out. We should also be able to include information in the conference app to tell people about how they can get involved.

Respectfully Submitted by,
Melissa Campbell, Co-Chair
Laurie Lessner, Co-Chair
Kim Hewitt
Patrick Marshall
Paralibrarian MLA Executive Meeting Report  
October 11, 2019

Old Business:
• Patty Bailey confirmed as Awards Chair

New Business:
• Treasurer and secretary’s reports were read and accepted. Treasurers report will be updated for clarification.

Career Development:
• New Hampshire Library Association Collaboration
  o Karen Horn Paralibrarian Section Review Committee Chair was the keynote speaker at NHLA Paralibrarian Mini-Conference on October 4th, 2019. She shared her successes with bite size learning and staff training at her library.

• NELA Conference Collaboration
  o Karen Horn and Lori Salotto Paralibrarian Section Secretary will present at the NELA Conference in October discussing the Paralibrarian Certification Reciprocity between NH and MA. Reciprocity start date is May 2019.

• The Paralibrarian Section will be working with Mary Rose Quinlan at MBLC to update information on the MBLC website to include information about the MLA PARA Certification.

Respectfully submitted,

Anna McGrath  
Chair Paralibrarian Section
Public Relations Committee Report
October 2019

August 22, 2019: PR Committee held another meeting to discuss conference topics, strategy and to determine future dates for meetings. PR Committee also welcomed Library Land Project to our meeting; Adam Zand and Greg Peverill-Conti shared their project, work and support of Massachusetts Libraries with the Committee. We are exploring ways to collaborate now and in the future; for now, Library Land Project is visiting libraries from all across the State.

- PR Committee has identified presenters and topics for conference. Our proposals have been submitted to Conference Committee.
- PR Committee continues to organize and restructure. We have adopted a scheduler (Hootsuite) to help us promote our content. We also have approval from 5MinLibrarian to adopt their Holiday Calendar into a Google Calendar format.
- We have seen significant growth and engagement with our content online.
- PR Committee did see two members depart: one of our members left for a position in Connecticut, the other had to leave our committee due to an expansion of their role.
- Amanda Fauver and Maria Lynch will be meeting independently with Andrea on Public Relations Committee work this month to sort out projects and to provide training.
- Jocelyn, Andrea & Amanda Fauver will be working with Anna Popp & MLS MarCom on exploring the possibility of collaborating in the future.
- Discussion and planning of a November association newsletter has begun.

Respectfully submitted,
Andrea Puglisi
Readers’ Advisory Section Report
For MLA Executive Board Meeting 10/11/19

The Readers’ Advisory Section is next scheduled to meet October 17. We postponed from our “first Thursday” pattern to allow our membership to attend the Library Journal Day of Dialog in Cambridge, a fantastic RA development opportunity.

We have submitted several program proposals for the 2020 MLA Annual Conference, including:

- Listeners’ Advisory (audiobooks)
- Staff RA Training On A Shoestring
- Crossover Appeal: Adult Books For Teens And Teen Books For Adults
- Book Group Is Not A Democracy (starting and sustaining book groups)
- Genre “Bookcamp”: Crime, Romance, Science Fiction/Fantasy--Plus Audience Choice

Our presence on masslib.org is now visible, and we will continue working with Rebecca to enhance it.

Strategic plan priorities for our first year are: conference program proposals (complete!), budget, and growing membership.

Respectfully submitted,

Pam Aghababian and Alene Moroni, co-chairs
RUSS held its first meeting of the year on Friday, August 23rd at the Needham Free Public Library. In addition to discussing regular business matters we also spoke about program ideas for the MLA Annual Conference, and had a roundtable discussion about library fines. Clayton Cheever guest spoke about his experiences eliminating fines for children’s and young adult materials at the Thomas Crane Public Library in Quincy.

RUSS will hold its next meeting on Friday, November 1st at the Massachusetts Library System’s office in Marlborough. Michelle Eberle from the MA Library System will be speaking about serving patrons with mental health issues.

RUSS has submitted 6 program proposals for the MLA Annual Conference:
Libraries in Crisis
We Work with the Public Too!
Working with Library School Interns
Health Information about Cannabis
Free to All- Eliminating Library Fines
Animals in the Library

Respectfully submitted,
Sarah Breen
Youth Services Section Report
October 11, 2018

The Youth Services section held its latest meeting in Marlborough on September 19, 2019. Those in attendance were encouraged to submit program proposals to MLA for the annual conference in May. Bethany Coito of New Bedford was introduced as our Conference Committee Liaison for the rest of the year, finishing up the term of Carol Gafford. Carol Gafford is now serving as Member at Large Southeast. We discussed what we would like in terms of conference scheduling—for the YSS board to be consulted on what programs are selected, for all programs to be scheduled on the Tuesday of conference (traditionally “youth day”), and to include the YSS annual meeting in the program. I have submitted the annual conference as its own program to be tacked on to the first youth session that day, and Guerrilla Storytime has been included as well this year.

Fundraising was our other main topic. As per the last Exec Board meeting, YSS is going to work within its budget and any money we raise will go to MLA, not our specific section. A mockup of the planner we want to make was presented, with attendees making formatting suggestions. All event-based fundraisers were put on hold for our next meeting. Our next step was to put out a call for a new logo, with submissions voted on by October 20 by the YSS board. After that, we’ll put out a call for pet photos to be submitted with a $5 submission fee to be included in our planner. The $5 will be paid to the YSS Chair, who will then turn that fundraising money over to the MLA Treasurer. It was determined that once the planners are printed and ordered, they may shipped through delivery to eliminate a postage cost. YSS also has printed magnets that can be ordered and shipped through delivery (Miss Muffet and Red Riding Hood). In addition to discussing fundraising events in November, we’ll also explore enamel pins.

Our next meeting is at the Chicopee Public Library on Thursday, November 21 from 11:00am-1:00pm.

Respectfully submitted,

Marissa Antosh
Chair
This is the comment from the ALA OIF State of the States meeting [August 21, 2019]: "This is Sarah Dallas. [...] I would like to ask if I may, that everyone go back to see if their state associations are members of the freedom to read foundation and if their membership has lapsed to consider rejoining the organization. It does fabulous things. Deborah [Caldwell Stone, OIF] mentioned some of the work they were doing behind the scenes earlier when she was talking about the revenge porn."

New York [State report]: Revenge porn bill passed. Establishes the crime of unlawful dissemination or publication of an intimate image and creates a private right of action for such crime. https://www.nysenate.gov/legislation/bills/2019/s1719/amendment/c

The Freedom to Read Foundation (FTRF) is a non-profit legal and educational organization affiliated with the American Library Association. FTRF protects and defends the First Amendment to the Constitution and supports the right of libraries to collect - and individuals to access - information.

Benefits of Freedom to Read Foundation Membership <https://www.ftrf.org/page/Membership>

Why give to the Freedom to Read Foundation?
Freedom to Read Foundation supporters:

- Help defend the First Amendment in the courts, including the U.S. Supreme Court;
- Support librarians and teachers around the country besieged by attempts to restrict library materials and services;
- Opportunities to participate in webinars
- Monthly email updates on censorship trends, and how your membership helps us fight back;
- Direct connection with authors, librarians and teachers that support your work;
- Vote for and be eligible to run for trustee in the annual board elections.

Your support helps us accomplish these objectives:

- Have a stronger voice in the courts, within the library community, and in the public arena - more members and more resources mean greater visibility for the freedom to read;
- Implement educational and legal initiatives and grants;
- Increase our organizational capacity to ensure the continued vitality of the Freedom to Read Foundation for many years to come.

Most importantly, as we continue to monitor and actively participate in court cases at the state and federal levels, your membership helps ensure our ability to defend free speech. We are particularly concerned about continued threats to our privacy, and of overzealous internet filters in libraries, which are too often used to create barriers to access constitutionally protected information. In a free country, access to such information should not be constrained.

As a member of the Freedom to Read Foundation you do make a difference when the freedoms of access and expression are at risk.