



**Executive Committee Agenda
Friday, October 8, 2021
10am – 12pm
Virtual meeting via Zoom**

<https://us02web.zoom.us/j/82832523996>

Meeting ID: 828 3252 3996

Call to order

Vote to approve the minutes of the August 13, 2021 meeting (All)

Treasurer's Report (Bernadette)

Association Manager's Report (Rebecca)

Conference Update (Conference Committee Co-Chairs)

Updates

MBLC

MLS

NELA

MSLA

Others

New Business

Old Business

·Fundraising by Committees and Sections

Workshop with John Chrastka of EveryLibrary, Friday, Oct. 15 at 10 am

Adjournment



Conference Committee

October 2021

The MLA 2022 Conference: Turn the Tide: will be held at the Resort and Conference Center in Hyannis, May 23-24, 2022.

Update: The Conference Committee Co-Chairs and Admin Board met to discuss whether we wanted to move forward with the conference as there had been concerns about attendance. For a variety of reasons, it was decided that we would move forward with the conference in truncated form, from three days to two. We are still in discussion as to whether we will have events beginning on Sunday evening, May 22nd.

Registration Fees: No update.

In-person and hybrid options: The Conference Committee is working on having a hybrid option for our keynotes and possibly one track. This has not been formalized.

Meetings: The Conference Committee held our second meeting on Friday, September 17th via Zoom. Our next meeting will be held on Friday, October 15, at 10 am on Zoom. We intend to meet in person in Worcester for our November meeting.

Program Proposals: Program proposals are due on November 1st, and the Conference Committee will go over the proposals at our November 19 meeting. 25 proposals have been submitted.

Sponsorship/Exhibitors: Our Conference Director, Kristen Collins has begun working on sponsorship. Please contact her directly if you have any new potential exhibitors or sponsors.

Respectfully Submitted,
Michelle Filleul, Conference Co-chair



Intellectual Freedom/Social Responsibilities Committee October 2021

Past Activities:

- Met September 16, 2021 to discuss our budget and plan conference sessions
- Annette Diola is our new secretary
- Clayton Cheever is our new Conference Committee Liaison

Upcoming and Ongoing Work:

- MLA Conference Committee: MLA Conference 2021 session preparation; reaching out to presenters, honing topics, submitting proposals. Ideas
 - Possible keynote-Kaetrena Davis-Kendrick on improving workplace morale
 - to presenters, honing topics, submitting proposals
 - Possible keynote-Robin Wall Kimmerer botanist, enrolled Citizen Potawatomi Nation, and author of *Braiding Sweetgrass: Indigenous Wisdom, Scientific Knowledge and the Teaching of Plants* on moving towards a more just and sustainable future
 - Possible keynote-Aaron Lansky, President of The National Yiddish Book Center
 - Climate Crisis programs...
 1. Blue Marble Liberians, CREW, Professor Madhavi Venkatesam, Gabrielle Griffiths-repair clinics
 2. Samantha Montano author of *Disasterology: Dispatches from the Frontlines of the Climate Crisis*-**Andrea** <https://www.harvard.com/book/disasterology/>
 - Public Service Loan Forgiveness
 - Dealing with material, staff, and services challenges panel/facilitated discussion
 - Infodemic: when misinformation impacts public health
 - TikTok in libraries
 - Decolonizing Indigenous narratives
 - Is it censorship or collection development?

Our next meeting is TBD

Respectfully submitted,

Andrea Fiorillo and Steph Barnaby Co-Chairs, IF/SRC



Jordan Miller Committee Report

October 5, 2021

Applications for the Jordan Miller Grant are open and will be accepted through Friday, October 8th.

Winners will be notified on Monday, November 1st.

Application preference this year is to Massachusetts libraries, we have received 27 applications to date from libraries throughout New England.

Respectfully submitted,

Amy Dorsheimer
Jordan Miller Committee Co-Chair



Leadership and Management Section

September 2021

A LAMS membership meeting occurred Thursday, September 16 at 2pm. Technical difficulties caused a late start and may have caused a lower-than-expected turnout; ten people were in attendance.

Meetings will likely be virtual until the spring (March), and one attendee volunteered to host it.

LAMS sent a professional goals survey to members; responses included the following:

- Getting support and resources as an attendee transitions from an Assistant Director to an Acting Director
- Holding open-ended conversations, learning other's perspectives, and what others are learning about/struggling with/concerned about, and leadership concerns throughout the Commonwealth
- Speaking to others in their position (specifically Directors and Assistant Directors) who may be in other networks and in libraries of various sizes
- Speaking confidentially about issues that affect them
- Being a leader in a hierarchical organization

Topic suggestions for the MLA conference included:

- Unconscious bias (members praised a previous presentation on the topic)
- Attracting and retaining library staff
- Diversifying staff
- Managing those who supervise others

Additional discussion centered on the concern of managing remote workers and managing oneself remotely, and ensuring LAMS included and represented people at all levels of library organizations--not just managers and administrators. Jennifer Woodward, Assistant Director of the Falmouth Library, will take on the role of LAMS liaison to the conference committee.

Future meetings will be held the third Thursday of the month, every other month, at 2pm: November 18, 2021, Thursday January 20, 2022, and Thursday March 17, 2022.

Respectfully submitted,

Tracey Graham

LAMS Secretary

Treasurer's Report

September 2021



Legislative Committee Report

October 2021

Legislative Committee held its first meeting of the new working year on September 23, 2021. We had 13 members in attendance, representing most parts of the state, as well as several different key partner organizations.

The Legislative Committee has four main areas of focus for the coming year:

- **Legislative Day** – We remain focused on bringing it back to the State House, but will also provide some virtual component as our previous two years demonstrated a great success in further reaching our target audience.
- **MLA Annual Conference** - We believe that the Conference is an important opportunity to provide strong advocacy programming. New Library Directors are always coming on board and will need training. Our goal is to offer an 'Advocacy: Part Two' session with John Chrastka of EveryLibrary.
- **FY22 & FY23 State budgets** - This could be a difficult year for budgets, so we want to stay on top of the process. We say this every year, however we have seen increasing support by our Legislators through active advocacy.
- **EveryLibrary partnership** - We are working with a library advocacy non- profit to help improve our advocacy work as a committee and for all of MLA. This is just starting to grow.
 - The background video on that topic is available at: <https://vimeo.com/564426154> The video is password protected, use "library1234".
 - Specifically, we have developed an Orientation Packet for Legislators. It will be distributed through the Ranking Members in the Legislature and members of the Library Caucus. An expanded element to Legislative Day to include the public will involve the public taking a pledge to support Massachusetts Libraries.

More immediately, the Legislative Committee is working with the MLA Admin Board and EveryLibrary to set up a multipart visioning plan for MLA. This is an effort to shape short term and long term advocacy goals for MLA, in addition to recurring state budget concerns.

Also, LegComm continues to benefit from working with members of MBLC, MLS, MSLA, WMLA, and CMLA, who regularly attend our meetings.

Next meeting: October 22, 2021

Respectfully submitted,

Co-Chair, Jennifer Harris, Plymouth Public Library, retired & Co-Chair, William Adamczyk, Milton Public Library

Treasurer's Report

Massachusetts Library Association September 30, 2021

Starting Balance					\$43,487.25
Income:	Category	Notes			
400.1	Conference Attendee Registration		1900.00		
400.2	Conference Exhibitor Income				
400.3	Conference Meals				
400.5	Conference Sponsor Income				
400.6	Conference Other Income	Tshirts			
410	Membership		4232.00		
410.1	NELA Joint Memberships				
420	Program Income				
400.6	Other Income				
430	Committee Fundraising				
440	Sponsorships/Donations/Other	EBSCO and other donation			
491	Transfer from Investments				
				Total Income	\$6,132.00
Expenses:					
600	Program Expenses				
610	Scholarship				
630	Travel				
650	Dues & Subscriptions				
670	NELA Membership Expense		750.00		
700	Conference				
700.11	Conference AV Expenses				
700.12	Conference Awards				
700.13	Other Conference Expenses				
700.3	Speaker Fees				
700.6	Conference Printing & Copying		500.00		
700.8	Conference Payroll	Kristen	2053.94		
700.9	Conference Credit Card Fees				
750.1	Payroll	Rebecca	1211.82		
750.101	Payroll Tax	Both Employees	1092.44		
750.102	Payroll Workmen's Comp	Both Employees	20.18		
750.103	Payroll Vendor Fee	Both Employees	179.60		
750.11	Postage				
750.12	Taxes & Filing Fees				
750.13	Office Supplies				
750.2	Professional Services				
750.3	Credit Card Merchant Fees	Membership CC Fees	218.00		
750.4	Website Hosting				
750.5	Insurance				
750.6	Telecommunications	Cell Phone	75.63		
750.7	Travel				
750.8	Printing & Copying				
750.9	Equipment & Software	Zoom	143.34		
				Total Expenses	\$6,244.95
Balance as of				Balance	\$43,374.30

Respectfully Submitted:

Bernadette O'Quinn

Fidelity Investments Accounts	10/31/2020	6/30/2021	8/31/2021	9/30/2021
Cash Reserves	4827.2	4827.84	4827.92	4827.96
Investments	134544.9	165375.38	170074.33	164463.07
Total Fidelity Accounts	139372.10	170203.22	174902.25	169291.03
Wild Apricot Receivables				
<30 Days	2330	1205	615	1985
30-60 Days	1605	195	170	190
60-90 days	0	2325	145	0
90 days +	1085	1135	470	415
Total Receivables	5020	4860	1400	2590

MBLC Director's Report to MLA Executive Board October 2021

New Commissioner: Governor Baker has appointed Karen Traub to the Board. She replaces Commissioner Mary Kronholm, whose term expired in June.

Throughout her career, Commissioner Traub has worked to expand library accessibility, advocating to increase library staff, hours and budgets and serving on the committee that made the M.N. Spear Memorial Library in Shutesbury handicapped accessible. She took a leadership role in planning for a new Shutesbury library and chaired the Library Facility Needs Assessment Committee. She assisted in writing the MBLC construction grant applications which resulted in Shutesbury being awarded a planning and design grant in 2007 totaling \$40,000 and a provisional construction grant totaling more than \$2 million in 2011. Ms. Traub also chaired the fundraising committee. Commissioner Traub served as a Library Trustee in Wendell from 1997-2000, and in Shutesbury from 2002-2012. She served on the MBLC's State Advisory Council of Libraries from 2014-2020. A graduate of the Newport MFA, Ms. Traub holds an M.Ed. from Cambridge College, and a B.A. from McGill University.

The U. S. Department of the Treasury has announced a new federal funding opportunity. Treasury's **Coronavirus Capital Projects Fund** program, part of the American Rescue Plan Act (ARPA), provides \$10 billion for eligible governments (State, territories, freely associated states and Tribes) to carry out critical capital projects that directly enable work, education, and health monitoring, including remote options, in response to the COVID-19 public health emergency. Recipients may subaward funds to municipalities or counties, non-profits, or private entities.

Among other areas, the scope includes broadband infrastructure projects and construction/improvements to library facilities that offer public-access internet (for work, education, and health) and digital literacy training. (<https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/capital-projects-fund>.)

We are in contact with the Executive Office of Administration and Finance and others to learn more about Treasury's Coronavirus Capital Projects Fund and potential plans for how the Commonwealth and local governments may use the \$175 million being awarded to Massachusetts.

While the Treasury funding will not be coming directly to the MBLC, we will continue to encourage libraries seeking funding for single-purpose projects, such as HVAC upgrades, ADA access, new roofs, etc., to contact their municipal officials.

We have been finalizing plans for our **ARPA** funds in the form of open \$50,000 grants to MBLC affiliates. Proposals include:

- The Perkins Library will use funds to offer remote programming, provide training on the Victor Reader Stream program, and upgrade the phone system and related software to improve and expand outreach.
- The Worcester Talking Book Library will use funds to purchase an outreach van, install a permanent storywalk, and develop outreach literature and applications in Spanish.
- The Massachusetts Center for the Book will use funds to support a pilot program with Raising a Reader, an early literacy program, targeted to Gateway Communities. The funds will provide literacy kits and training for library staff.

Our **IMLS LSTA 5-year evaluation** process has begun. Rob Favini and I have been meeting with our outside consultants from QualityMetrics, LLC. They are currently reviewing our LSTA program-related data provided by the Institute for Museums and Library Services. They have also begun holding focus groups and interviews with MBLC stakeholders and staff.

The **Massachusetts Friends of the Library Association Annual Meeting** will be held virtually on Saturday, October 16, 2021 at 10:00 am. Following the Annual Meeting will be the presentation of the Donna Forand Award. Rob Favini will provide an update on MBLC activities.

Sandra Elaine Scott from the Millis Friends will present on how to design a successful virtual presentation. She will discuss how they managed to turn what they had spent a year preparing as an in-person gala event with 10 authors to a successful online gala, still with all 10 authors, and with individual breakout sessions that allowed participants to have Q&A time with their favorite authors.

Following Sandra, Shirley Straface from the Duxbury Friends will describe how Duxbury conducted an extremely successful Cookbook fundraiser.

Registration Link: <https://mblc.libcal.com/event/8355520>

Massachusetts Library Trustees Association Annual Meeting and Program

Saturday, October 23, 2021

10:30 am to 12:00pm, virtual

The event will include their annual business meeting and feature a panel discussion titled “What Covid-19 Taught Me About Library Service.” The discussion will be led by Maura Deedy and feature perspectives from the Woods Hole Public Library, Shrewsbury Public Library, and Haverhill Public Library.

Registration Link: <https://mblc.libcal.com/event/8355637>

Evan Knight is organizing an event in collaboration with the Digital Commonwealth and the MA SHRAB (State Historical Records Advisory Board):

Expand Digital Access Today: New Pathways for Sharing Your Collections

Thursday, October 21, 12p-1:30p

Registration: https://mblc.libcal.com/calendar/main/expand_digital_access_today

Program agenda:

- *Controlled Digital Lending (CDL) for public libraries*
Chris Freeland, Open Libraries Project at Internet Archive
- *Automatically share digitized collections in Wikipedia*
Dominic Byrd-McDevitt, Data Fellow at Digital Public Library of America and Eben English, Repository Manager at Boston Public Library Digital Services.
- *Wide discovery and access for archives through a National Finding Aid Network (NAFAN)* Adrian Turner, Senior Project Manager at the California Digital Library and Rachel Hu, User Experience Design Manager at the California Digital Library

Lyndsay Forbes and Shelley Quezada have been working with Christie Farrar from MLS to train librarians on the **Touchpoints in Libraries** training program that is offered by the Brazelton Touchpoints Center. This program is centered in the understanding of child development. MBLC and MLS are beginning the process of becoming certified Touchpoints trainers, which will allow MLS to offer the Touchpoints in Libraries training to library staff across the Commonwealth.

This month the following four teams from MA public libraries were selected for the Touchpoints in Libraries program:

Bellingham Public Library
Pollard Memorial Library (Lowell)
Nevins Memorial Library (Methuen)
Waltham Public Library

Youth services consultants from Maine, New Hampshire, and Rhode Island will also take part in the pilot by just taking the initial class – they will decide whether to pursue a train the trainer program for their state on their own. This program made possible with LSTA funding from the Institute for Museum and Library Services.

On September 23, Shelley Quezada presented a virtual presentation, in Portuguese, along with Olivia Melo, Director of the New Bedford Public Library at the *3rd International Congress of the Research Network Libraries, Politics, Reading: The digital, the traditional, the new normal?* Shelley and Olivia presented on outreach services to the Portuguese and Brazilian communities in Massachusetts and highlighting several programs funded by LSTA grants.

Shelley also spoke at the ribbon cutting of the **Citizenship Corner at the Lawrence Public Library** on September 17. The project was funded in part by a \$15,000 LSTA Citizenship Corner grant. Activities included a class taught by John McCarthy of the USCIS about the citizenship process. The highlight of the day was when the Lawrence Public Library's auditorium was turned into a courtroom and 13 people were sworn in as US citizens by a local judge.

MPLCP: On September 21, the **Marlborough Public Library** celebrated its groundbreaking with local officials and their State delegation. Commissioner Ball spoke. Work to ready the site for construction commenced on October 1.

On September 30, 2021, the **Hadley Public Library** shared the spotlight with two other municipal projects- the Senior Center and the Fire Substation- for a triple ribbon cutting. Lt. Governor Polito and Commissioner Ball spoke on behalf of the State. The Library is thriving, and Director Patrick Borezo states that usage of the library and its resources has been far surpassing the usage statistics counted while in their former building. The project received a \$3.9 million MPLCP grant.

After a year-and-a-half long delay, the **Erving Public Library** held an open house on September 26 to celebrate its opening in March 2020. Commissioner Resnick spoke at the event. The total project cost was \$5.5 million, with \$2.7 million provided by the MPLCP.

Littleton: Their long-awaited shelving is being installed over the course of the next three weeks, so we should hear about their opening celebration soon.

Medford: The project is nearing completion, but the shelving continues to be the element holding up the opening of the new library. With the last of the shelving set to arrive in late November, the library hopes to move in early December, have a soft opening in early January, and then have an opening celebration in mid-January.

Boston Public Library, Roxbury Branch: Mayor Kim Janey and BPL President David Leonard have invited us to an event on Saturday, October 23 to celebrate the one-year anniversary of the re-opening of the renovated Roxbury Branch in Nubian Square. Rachel is reaching out to Commissioners to see who might be able to attend and possibly provide remarks.

Our **Communications Team** coordinated with the Massachusetts Center for the Book on the *Commonwealth Watch Party and Conversation* by creating items to promote the program, which had over 900 registrants, and providing chat monitoring during the event.

The team also continues work on the promotional items for the hotspot program. Non-customized items (posters and survey) were sent to libraries last week. Customized orders for 130 libraries are in final proof. The consumer portal has been updated with helpful information for patrons who are looking for a hotspot or just want to see if the T-Mobile device will work in their area.

The MBLC will once again be participating in the Boston Book Festival, which is now virtual-only and will start on October 16 and run through the end of the month.

Staff news: We are pleased to announce that we have hired Lillian (Lilli) Sutton as a new Administrative Assistant in our Business Office. Lilli comes to us from Tufts University, where she was an Administrative Assistant for their Development and Alumni Relations team. She joined us on September 7. Welcome, Lilli!



MLS Update September 2021

Strategic Initiative 1

MLS ensures its services are sustainable, prioritize member needs, and equitably serve all member types.

Goal	Actions	Measurement of Success	Monthly work toward Goal
MLS ensures service value to all member types.	<ul style="list-style-type: none"> MLS will develop a guide to its levels of services, clarifying what benefits are available to each member type; the guide will be shared broadly and in several formats 	<i>Member library staff at a broad level will have a greater understanding of MLS services and resources.</i>	<ul style="list-style-type: none"> Interviews conducted with over 250 staff at member libraries to inform Case for Support work.
MLS will continue to strengthen its partnerships and collaborations to allow MLS to focus on what it does uniquely well.	<ul style="list-style-type: none"> MLS will establish a partnership process, including a rubric, liaisons, expectations, policy and evaluations of current and new partnerships for opportunities and overlap. 	<i>MLS will report annually on the value of their partnerships.</i>	<ul style="list-style-type: none"> We are transitioning to the iRead Reading Program next summer; the theme will be "Read Beyond the Beaten Path." We are partnering with MBLC to offer the "Touchpoints in Libraries" program (taught by the Brazelton Touchpoints Center) this Fall.
New Services will be designed to deliver the greatest statewide impact, able to expand and contract due to available funding and need.	<ul style="list-style-type: none"> MLS will create guidelines and criteria for new and established services for value and impact. 	<i>As an element of service review or introduction, MLS will be able to detail the impact of the service.</i>	<ul style="list-style-type: none"> Launched Fall BLT (cataloging) in our new Learning Portal. All participants will complete the online training piece through the Learning Portal and attend a live session via Zoom. Each of our three live sessions will have 20 participants each, making our capacity for training this fall 90 library staff.

Strategic Initiative 2

MLS empowers leaders to emerge at every level of library service, connecting staff throughout the stages of their careers.

Goal	Actions	Measurement of Success	Monthly work toward Goal
MLS promotes excellence and continuity by providing professional development, conversation and community around leadership.	<ul style="list-style-type: none"> MLS develops a process for reaching out to members/training participants, asking them to report on how MLS programs have helped them. 	<i>Member library staff recognize the transformative value of building and maintaining a professional network.</i>	<ul style="list-style-type: none"> Offered Leadership Development workshops (series will end in September)
Leadership, professional development, and networking opportunities will have flexible offerings in order to include participants from various library types, library sizes, and resources.	<ul style="list-style-type: none"> Linked to S.I.1, G.1: MLS will develop a guide to its levels of service, clarifying what benefits are available to each member type; the guide will be shared broadly and in several formats. 	<i>MLS will report to member libraries on an annual basis the number of professional development opportunities via type of opportunity, intended audience, training modality and type of library.</i>	<ul style="list-style-type: none"> Annual Report work has begun, with an eye to share with the members at the Annual Meeting in Nov 2021.



Strategic Initiative 3

MLS will take the lead in facilitating important conversations, and support member-facing initiatives focused on DEI: diversity, equity, inclusion, accessibility, and social justice work.

Goal	Actions	Measurement of Success	Monthly work toward Goal
<p>MLS will integrate the core values of diversity, equity, inclusion, accessibility, and social justice into its policies, practices, procedures, and programs.</p>	<ul style="list-style-type: none"> In collaboration with partner organizations, MLS will explore hiring a coordinator/consultant to support the membership in this work. MLS will work to align internal policies and procedures to the tenets of DEI. 	<p><i>MLS will demonstrate both increased resource allocation as well as substantive, visible progress in representation throughout MLS services.</i></p>	
<p>Following the lead of trusted experts, MLS will build awareness in using the DEI tenets with member library staff to identify and eliminate barriers to inclusive library services.</p>	<ul style="list-style-type: none"> In partnership with member libraries, research and tailor a DEI evaluation framework for member libraries. 	<p><i>Member library staff are confident in using the core values of DEI with their communities.</i></p>	<ul style="list-style-type: none"> Offered DEI workshops (series ended in August)

Additional monthly notes:

- Both MLS offices are open and staffed daily.
- The State Aid to Regional Libraries budget line (7000-9401), ¼ of which goes to MLS, is one of the two priorities for the FY2023 Legislative Agenda that the Commissioners voted on at their September meeting.
- Annual audit is complete, with no deficiencies.