

**MLA Executive Committee Agenda**

Friday, December 8, 10 – 12

Virtual Meeting via Zoom

Join Zoom Meeting <https://us02web.zoom.us/j/82832523996>

Meeting ID: 828 3252 3996

1. Call to order
   1. Vote to approve the minutes of the October 13, 2023 meeting
2. President’s Report
3. Treasurer’s Report (Sarah)
4. FY25 Budget Discussion and Vote (Sarah/Bernadette/Danielle)
5. Director of Operation’s Report (Kristen)
6. Conference Update (Conference Committee Co-Chairs)
7. Committee Reports
8. Update
   1. MBLC
   2. MLS
   3. NELA
   4. MSLA
   5. Others
9. New Business  
    a. Approval of Budget
10. Old Business  
     [SLI / Massachusetts Library Association Partnership](https://docs.google.com/document/d/11BrCBE2svNY17SwNU8cjSRtovTcON7rihqPXrAXuM2E/edit?usp=sharing)
11. Adjournment

*\*Next meeting: Friday, February 9th*



**President’s** **Executive Board Report — December 2023**

**Meetings attended:**

* NELA, October 15-17, including Chapter Leader’s Forum, Sunday, October 15, Springfield, MA
* Legislative Hearing Regarding Ebook and Book Ban/Challenges Bills, October 30
* MLS Annual Meeting, November 6th, Devens, MA
* MLA Admin Board Meeting, November 3, virtual
* MLA Legislative Meeting, November 17, virtual
* MC Trade Demo, November 16, virtual
* MLA Admin Board/Legislative Co-Chairs Budget Meeting, November 21, virtual

**Upcoming Events:**

* ALA Chapter Advocacy Academy Workshop, December 8-10, Chicago, IL

**Personnel/Chair Updates:**

Nothing to report.

**Correspondence/Advocacy:**

I provided written testimony for the October 30th Legislative Hearing.

Respectfully submitted,

Michelle Filleul, President

December 4, 2023



**Massachusetts Library Association FY25 Budget Narrative**

FY25 is going to be a challenging year for MLA. The proposed budget, to be balanced, includes the possibility of transferring up to $46,105 from our investments into our operating budget. This is not a sustainable path for the organization. However, the admin board has been working with Kristen on several projects that we hope will enable us to increase revenue as discussed later in this narrative.

In FY24 our projected revenue, without any transfers from investments is $194,825. In FY23 the actual revenue was $202,741.23. In FY25 we are projecting $212,175, not including any transfers from investments.

Income, without any transfer from investments, are broken down as follows:

|  |  |  |  |
| --- | --- | --- | --- |
|  | **FY25 Request** | **FY24 Request** | **FY23 Final** |
| Conference | $140,000.00 | $126,850.00 | $127,469.21 |
| Membership | $70,000.00 | $66,000.00 | $72,189.00 |
| Other | $2,175.00 | $1,975.00 | 0.00 |
| **TOTAL** | **$212,175.00** | **$194,825.00** | **$202,741.23** |

Expenses, are broken down as follows:

|  |  |  |  |
| --- | --- | --- | --- |
|  | **FY25 Request** | **FY24 Request** | **FY23 Final** |
| Conference | $131,200.00 | $133,500.00 | $161,719.54 |
| Office | $111,930.00 | $60,685.00 | $75,272.02 |
| Other | $15,150.00 | $12,075.00 | $10,626.79 |
| **TOTAL** | **$258,280.00** | **$205,650.00** | **$188,956.08** |

**This results in a projected loss of $46,105 for FY25.** To balance the budget- we may have to transfer up to $46,105 from our investments. We had extensive discussions on the repercussions of this budget on our financial reserves. Both the cash reserves and investments together equal $164K and we decided to recommend this budget (with the transfer from investments) to the full board as is, as we believe it reflects reality, and we are working toward ways of stabilizing the organization so that this will not be an ongoing year after year budget situation. Frankly, it cannot as it would leave the organization unsustainable. We got through the last couple of years with an influx of



**Massachusetts Library Association FY25 Budget Narrative - continued**

cash from our forgiven PPP loans, and cannot count on any of that type of revenue in the future.

For some context, $50K of the increase in the office line is due to payroll costs. First, $30K from the conference line has been reallocated to the office line so all payroll

expenses are now paid out of the office line. In addition, the salary for the combined position increased over $14K and this results in all of the other fees (taxes, etc) increasing proportionally.

Keeping this in mind, please note that the conference income is not expected to make up the difference. This was a decision that was made to reward Kristen for all of her excellent work, knowing that it would put a dent in the budget*.*

So, what’s the good news?

We have spoken to all committees and sections that spend most of our budget (specifically conference and legislative) and asked them to be mindful of our tenuous fiscal situation and to work to increase revenue, if they can, and to minimize expenses whenever possible.

Also, Kristen has been working diligently on ways to increase income, and minimize expenses, for the association. We are working on finding a new solution for our website and member management software that will help us hopefully generate some new revenue streams, including:

* Banner ads on our website
* Review of membership due rates
* Review of conference registration rates

While this budget is not what we would have wished for, as stated above, it reflects reality and unless we make some very hard decisions to cut conference or library legislative day costs, this is the budget the admin board has voted to present.

We ask you all to do all you can to help us increase revenue. Encourage your institution or colleagues to become members. We currently have 616 members. There have been times in the past when our membership approached 800, getting back those members alone would generate about $20K in income.

Please share any other ideas on increasing revenue with the admin board.

Respectfully,

Your MLA Treasurer Team-

Sarah Breen, Treasurer  
Danielle Savin, Assistant Treasurer  
Bernadette Rivard, Past Treasurer



**MLA FY24 Proposed Budget**





**MLA FY24 Proposed Budget - continued**





**MLA FY24 Proposed Budget - continued**



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**MBLC Director’s Report to MLA Executive Board**

**December 2023**

**The Mass. Broadband Institute (MBI)** has released their[“Internet for All” Plan](https://broadband.masstech.org/mainternetforallplan)for public comment from Nov. 13 through Dec. 15. The [Bipartisan Infrastructure Law](https://broadbandusa.ntia.doc.gov/sites/default/files/2022-02/State_Local%20IIJA%202-Pager_Final%2001.27.2022.pdf) has already allocated $145 million to Massachusetts to expand high-speed internet access and digital equity programming across the state. Over the last year, MBI has [led a planning effort](https://broadband.masstech.org/internetforall) that has resulted in the development of two guiding planning documents – a Statewide Digital Equity Plan and the Initial Proposal for the Broadband Equity, Access, and Deployment (BEAD) Program, both informed by organizational stakeholders and residents of the Commonwealth as required by the National Telecommunications and Information Administration (NTIA). These two documents create the Massachusetts Internet for All Plan.

The MBLC has been partnering with the Mass. Broadband Institute for some time and MBLC staff (Paul Kissman, Rob Favini, Kate Butler, and I) have been working closely with MBI in their efforts related to both the Broadband Equity, Access, and Deployment (BEAD) and Digital Equity planning documents. I represent the agency as part of MBI’s Digital Equity Working Group. In addition, public libraries have served as locations for listening tour sessions throughout the Commonwealth and have participated in the sessions and provided valuable feedback. Libraries are regularly discussed throughout the plan, particularly in relation to digital literacy. Kate worked with MBI to distribute paper copies of the draft plan and comment forms to our public libraries through delivery for residents who do not have internet access. Many thanks to MLS and to the Optima Delivery crew for their assistance.

**MPLCP**: Fitchburg's groundbreaking, scheduled for Tuesday, December 12 at 3:00 p.m., has been postponed. They will reach out to us when it has been rescheduled. They are hoping Commissioner Linehan will still be available to give her inaugural construction event speech.

The Building Literacy podcast has new episodes featuring the transformational impact new library buildings have had in six communities across the Commonwealth, from Monterey to Medford: <https://www.buzzsprout.com/995062>

The **FY2025 LSTA Direct Grant program** is up and running with a December 6, 2023, deadline to submit letters of intent to apply for a grant. The next deadline in the process will be the submission of draft applications in February 2024.

On November 8, Maura Deedy and Rob Favini met with Town of Acton Select Board members to discuss the future organizational relationship between the independent Acton Citizen’s Library and the town’s Memorial Library. Following the meeting they led an in-person trustee orientation at the Acton Town Hall that was attended by 17 people.

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**MBLC Director’s Report to MLA Executive Board - continued**

On November 20, Shelley Quezada and Rob Favini visited MCI Norfolk to meet with Nancy Hughes and Jacqui Scaccia. The main objective of the meeting was to connect Rob with Jacqui who oversees library services for the **Department of Corrections** and to discuss ways that the MBLC can continue to support prison libraries across the state.

On November 29, Maura Deedy presented a webinar titled *Revising Display and Programming Policies*. The program looked at the intersection of display and programming policies and community feedback channels, with suggestions for revising policies and responding to feedback. Maura presented ideas for policy revision and responding to patron comments. The event also featured discussion time for the 39 attendees.

The Communications team met with the statewide **Public Relations Advisory Committee** to review the **FY2025 Legislative Agenda** and get feedback on content and design. The final version should be ready along with affiliate sheets by mid-December.

The PR meeting also included gathering input for the new **2024-2027 Statewide Strategic Communications and Public Awareness Plan** which the team is currently in the process of writing. The new plan continues to use the recommendations that came from our Equity in Library Marketing sessions with Dr. Sonya Greer (Professor of Marketing in the Kogod School of Business at American University) serving as a guide. The new plan will be used as part of the state-required process that happens every three years to select a marketing vendor that will work with the communications team to carry out the plan.

The team is also in the process of reviewing summer reading data and comments from MLS and from the MBLC’s ARIS report. Collecting most of the summer data through ARIS is new this year. Overall, more libraries are participating in statewide summer library program. Young adults/teens continue to be the lowest participation group.

**Staff news**:

Three of our five veteran staff members who had announced their retirements left us in November. Susan Gibson’s last day was Friday, November 3, and Shelley Quezada and Mary Rose Quinn’s last day with us was Thursday, November 30.

Please join me in thanking them all for their dedicated service to the MBLC and to the Commonwealth’s libraries and best wishes to Susan, Shelley, and Mary Rose for the future!

Susan Faiella, our new Accountant, started with us on November 2. She most recently worked at the Archdiocese of Boston, and with the Weymouth Public School system prior to that, as well as

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**MBLC Director’s Report to MLA Executive Board - continued**

with the Commonwealth at the Office of the Trial Court. She has a bachelor’s degree in accounting and finance from the University of Massachusetts, Boston.

Jaccavrie McNeely joined us as our new Electronic Services Specialist on November 29. Jaccavrie was until recently the Digital Services Librarian at the Watertown Public Library and previously worked for a public library and a bookstore in Texas. She has a bachelor’s degree in new media and communications from the Middle Georgia State University and an MLIS from Valdosta State University.

Heather Backman will be joining us as our new library building specialist on January 8, 2024. Heather worked extensively on the Hopkinton Public Library's renovation and expansion as de facto assistant director and then director. She then tackled the punch list and post-occupancy of the Tufts Library in Weymouth, where she is currently the assistant director. Heather has bachelor’s and master’s degrees in English from Stanford University and an MS in Information from the University of Michigan School of Information.

And finally, Cate Merlin will be joining the MBLC as our new Head of State Programs on January 2, 2024. Cate currently serves as the Director of the Peabody Institute Library in Peabody. She has held several positions at the Peabody Institute since 2014, including Senior Teen Librarian, Senior Public Services Librarian, Assistant Library Director, and Interim Library Director. Cate previously held positions in teen/young adult services at the Attleboro Public Library and the Marlborough Public Library. She serves on the MLA Intellectual Freedom Committee and presented as part of our recent Crisis Communications trainings. She holds both a master's degree in library & information science and a master's in children's literature from Simmons University, and a bachelor’s in History from Lesley University.

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**Intellectual Freedom/Social Responsibility Committee**

**MLA Executive Board Report — December 2023**

**Past Activities:**

* Co-Chair Andrea Fiorillo provided a staff training on censorship and harassment at The Goodnow Public Library
* The committee, with help and guidance from the Legislative Committee, MBLC, and MLS rallied to find support and testimony on behalf of anti-censorship bills H4005 and S2447. MLS/IFSRC Liaison Jane Stimpson helped secure testimony from The Head of School Libraries in Medfield where the book Flamer by Massachusetts author Mike Curato was banned in the middle school. MBLC/IFSRC Liaison Maura Deedy secured Mike Curato to testify. They both presented powerful testimony. Co-Chair Andrea Fiorillo also testified live. Several committee members, and those whom we’ve consulted with, submitted written testimony.
* MBLC/IFSRC Liaison Maura Deedy devised a new MBLC webinar on Revising Display and Programming Policies. The intent is to be less open to challenges to our services in light of the way challenges have been abused.
* Co-Chair Andre Fiorillo and MBLC/IFSRC Liaison Maura Deedy particpated on a panel with librarians across the nation on book challenges hosted by The Hamilton-Wenham Human Rights Coalition.
* The Sustainable Library Initiative partnership with MLA has been confirmed, including a keynote presentation to MLA’s 2024 conference
* Meeting of the Intellectual Freedom Task Force
* Recruiting new members
* Updating committee membership

**Upcoming and Ongoing Work:**

* MLA Conference 2024
* Guest lecture on IF at Simmons University
* Presentation to the Friends of Bellingham Public Library
* Presentation on censorship at Regis College
* Intellectual Freedom Task Force work
* Consulting on cases of challenges to programs and collections
* Speaking with the media
* Next meeting TBD

Respectfully submitted,

Susan Caulfield and Andrea Fiorillo Co-Chairs, IF/SRC

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**Name:** Kristen Collins

**Director of Operations Monthly Activity Report**

**Name:** Kristen Collins

**Date:** December, 2023

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| --- | --- |
| **Member Relations** | * Managed incoming emails/inquiries/phone calls |
| **Technical** | * Met with Personify (owner of Wild Apricot) and demo’d MC Trade, a platform * Reminder that Eboard should be accessing google drive via their official Masslib.org * Contacted NELA to ask about their feedback re: MemberClicks |
| **External Relations** | * Prepared NELA report and sent to NELA rep * Created new members via ALA * Fielded inquiries from media and/or outside agencies |
| **Conference Management** | * 10 exhibitors registered, 2 sponsors * Fielded inquiries re: potential exhibitors * Attended committee meeting * Sent request for final offer to Cape Codder * Sourced giveaways * Update conference website * Deployed reminder communication regarding sponsorships * Request board members to add this to their email signature:   **SAVE THE DATE!**  [MLA 2024: HEART OF THE COMMUNITY](https://masslibraryconference.org/)  [EXHIBIT OR SPONSOR TODAY](https://masslibraryconference.org/exhibit-or-sponsor/) |
| **Finance** | * Prepared aging receivables report |
| **Next steps** | **Conference:**   * Contract 2025 * Redeploy exhibitor/sponsor info * Obtain list of exhibitors/sponsors from NELA (have paper version)   **Google Drive:**   * Clean up access to Drive to members only |



**MLA Legislative Committee Report**

**December 2023**

The Legislative Committee continues to work on several pieces of legislation affecting libraries filed at the statehouse.

Hearings on Library-Related Legislation

On October 30 the Joint Committee on Tourism, Arts and Cultural Development held a hearing on proposed legislation to ensure fair pricing for libraries for eBooks/audiobooks (Bills H.3239 and S.2188) as well as on two bills related to protecting the freedom to read in the Commonwealth (Bills H.4005, S.2447)

The Legislative Committee worked to identify people to provide testimony in direct support of the eBook bill H.3239 as well as in general support of the “freedom to read” bills. There was more time to arrange for testimony for the eBook bills. Notification that the hearing would also cover some of the freedom to read bills came very late. Andrea Fiorillo and Susan Caulfield from IFSRC and members of the staff of MBLC worked quickly to recruit people to testify in person at the hearing as well as to provide written testimony for the freedom to read bills.

Legislative Committee also made broad appeals to the library community to recruit written testimony in support of all the bills.

There has not yet been a hearing date scheduled for Bill SD.2673 legislation sponsored by Senator Cyr that also addresses freedom to read protections especially in school library settings but also touching on public libraries. This bill has been referred to the committee on Education.

Freedom to Read Legislation

The Legislative Committee is working with members of IFSRC and staff at the Board of Library Commissioners to develop a plan to work with legislators who have sponsored the various freedom to read bills to refine the language in the bills to something more appropriate for public libraries and school libraries and to encourage separate bills to address freedom to read protections in both settings.

EveryLibrary

The legislative advocacy/collaboration subcommittee continues to meet with John Chrastka of EveryLibrary to help us strengthen our legislative activities. John has been providing help to us in terms of developing strategies to work with legislators on the language included in all the



**MLA Legislative Committee Report - continued**

bills, building effective testimony to support the bills, and reengaging with Library Caucus members on both the House and Senate sides. Our work with EveryLibrary has been beneficial.

Legislative Briefings

At our meeting with House Library Caucus co-chairs, Rep. Higgins and Rep. Murray, it was suggested that the Legislative Committee lead legislative briefings for both the House and the Senate to help educate legislators on the content of the bills for eBook pricing and freedom to read as well as the MBLC’s Legislative Agenda.

The Legislative Committee is currently working to book 3 briefings. The first two will take place prior to February 10. One briefing will address the eBook pricing practices bill and the second briefing will address the freedom to read bills.

The third briefing will take place sometime after February 10 and will address the MBLC’s Legislative Agenda.

No dates have yet been finalized.

Respectfully submitted,

Will Adamczyk, Kathy Lussier, Nora Blake

Cochairs, MLA Legislative Committee



**MLS Annual Report**

**December 2023**

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Please click the link above for access to the MLS Annual Report.