

Maryland Library Association

Steering Committee Meeting

Tuesday, February 21, 2023

1:00pm-2:00pm

Zoom:

<https://marylandlibraries.zoom.us/j/93442067028>

VIRTUAL MEETING

<https://marylandlibraries.zoom.us/j/93442067028>

In Attendance: Josh Stone (Executive Director), Mary Anne Bowman (Past President), David Dahl (ALA Councilor), Kelsey Hughes (Conference Director), Carl Olson (Treasurer)

Excused Absence:

Call to Order

Nay Keppler

- In Nay's absence, Mary Anne Bowman called the meeting to order at 1:03pm

Changes to the Agenda

Minutes December Meeting Approved via Email

Conni Strittmatter

Treasurer's Report

Carl Olson

Balance Sheet

- Bank balances at the end of January were \$115,181, down about 23.72% since the same time last year
- Long term reserves and other current assets come to \$125,194.26
- Accounts payable were negligible
- Retained earnings were \$262,409.28, up about 4% from last year
- Total liabilities and equity were \$244,070.59, down just under 18% from last year owing to timings of conference payments

Budget vs. Actuals

- Annual conference income was \$37,915, just over 18% of our goal for the year
- Fundraising and LLT were unchanged
- Jobline Income was at \$2,225, just under 75% of the goal for the year, which reflects the national picture of more positions open than there are applicants

- Membership dues inclusive of all kinds is at \$38,831, just under 46% of the goal of \$85,000. This should pick up soon as we enter the Spring, when most people renew
- Program income is at \$7511.25, just over 30% for the year
- Gross Profit came in at \$88,510.84
- Annual conference expenses are just about unchanged at \$1,196.59, just under 1% of the budget
- Bank and credit card fees are \$3,016.11
- Office expenses stand at \$10,783.14, which is 65.35% of the allotted budget
- Personnel expenses stand at \$71,556.03, or 42.09% of the projected annual cost
- Program expenses are at \$1,710, just under 43% of the annual allotment
- Total expenses are at \$108,391.84, just under 27% of what we've anticipated
- Net income is a loss of \$18,337.98 against a projected loss of \$5,150, but there are areas of expected income between membership renewals and conference income

Questions & Comments

- Kelsey asked if there are programs planned for the spring that would bring in some income
 - o Carl is aware of a GIIG program coming up
 - o Josh and Mary Anne have spoken with other units, including RAIG with other programming coming up
 - o Josh is most concerned about sponsorships being down for the conference. Costs overall are going up, including things like a doubled price for pipe-and-drape company and significantly increase costs for food, resort fees, and access to technology
- Overall, we're around \$170,000 short on income for the conference and \$313,000 short total. Where are we on making up the roughly \$140,000 we're down other than the conference?
 - o Conference income will trickle in throughout the spring
 - o The affiliate membership passed and should help our annual income significantly
- David pointed out the incorrect dates at the top of the Budget vs. Actuals – Carl will fix
- Mary Anne Bowman motioned to pass for audit pending the correction. David Dahl seconds. All in favor.

Old Business

1. Affiliate Membership

- a. This has passed
- b. It's being held up by technology issues with the vendor we work with on membership management

- c. Josh's hope is to start with a couple of smaller systems who will be signing on to the affiliate membership – Cecil and Charles – to test out the process. This will help us sort out the bugs before rolling it out entirely
- 2. Logo & Strategic Vision**
- a. These are both completed and available on the website
 - b. The color scheme has been changed on the website
 - c. The graphic designer, Max, redid a 1970s logo from MLA. Josh would like to put this on a 70s style tshirt to sell at the conference
 - i. Any fundraising we do like this, we'll say it's to update our website
 - b. Kelsey has asked if there is a timeline for updating the newsletter now that the logo is complete
 - i. Josh will be talking with KennethWayne about this
 - c. Kelsey asked about centennial updates
 - i. There is the big centennial bash on Nov 3rd at the Michael E Bush AACPL branch
 - ii. Nay and Pam Taylor are working on some dining out fundraisers
 - iii. Josh Stone is working on a bowling or fun night out fundraiser
 - d. Kelsey asked if we have done any assessment of MLA Connect to see how well it's doing or how well it's being used
 - i. July will be one year with MLA Connect. The contract we signed is for two years, so we have them for at least one more year
 - ii. It's not used as much as Josh would have hoped and believe the MLA office should probably be pushing its use more
 - iii. Part of the problem is also because the meeting feature is not as robust as we'd like
 - iv. We can definitely do an assessment as we get closer to the year mark

New Business

1. MLA Elections

- a. Thank you to all-around cool dude Ryan O'Grady, we are ready to open the elections shortly because of all the documents Ryan sent to Josh to make this happen
- b. Two people are running for treasurer and VP!
- c. Elections will be sent out around March 1st

2. Managers Academy/Summit

- a. Josh and Nini Beegan have been discussing a Public Manager summit. The state library will pay for the facilitator to do this.
- b. In March, there will be a virtual Managers' Summit hosted by the state library
- c. In July, MLA will be hosting a second Managers' Summit in person. This will be a networking event. MLA's cost will likely just be nominal

3. MLI

- a. This has been scrapped for this year because the team who took it on determined there were too many changes they wanted to make
- b. The committee will be meeting shortly to come up with surveys for managers and past MLLI graduates
- c. They will be working with the EDI panel to make sure the application process is as inclusive as possible

President's Report

Nay Keppler

- Nay attended Legislative Day for the first time. It all went very well, including having the reception as a breakfast instead of as a dinner after
- Thirteen people attended the Materials Interest Group meeting, which is the new Interest Group in MLA. Everyone in the meeting seemed very happy to have a place to talk about the common issues they have experienced in materials management
- Nay is working on getting a meeting together to plan for centennial events in the summer and the November centennial bash
- Josh and Nay met with Ashley Teagle, representing the EDI panel. She is encouraging MLA to partner with APALA, Asian Pacific American Library Association.
- Josh, Nay, Ashley Teagle, and Andrea Boothby Rice met to discuss Freedom to Read initiatives that many other states seem to have. Some have a central reporting system for challenged materials. This group are gathering resources and ideas about how we can centralize these efforts more Maryland.
- The futures conference is open for registration – April 18th and 19th

Vice President/President Elect

KennethWayne Thompson

- KennethWayne was unable to attend today's meeting

Executive Director

Josh Stone

- Legislative day went very well – Josh seconds how well the breakfast portion of the day went. MLA provided folders and bags and chocolates to give out to their contacts. Nay and Josh received the proclamations for the day from legislators. Josh reminds everyone that we should all be thankful to be in Maryland, a place where there may still be some battles to take on for libraries but where there is a immense support already
- One Click Politics is a new software for people to send messages to their legislators. Bill Track 50 is a great tool to track bills and their status. The Legislative Panel uses these, but Josh has been looking for ways to share with other membership
- Josh had to cancel his trip to LibLearnX due to illness, but he has been attending virtual sessions

- Starting in two weeks, MLA is switching offices at Holland Street – they will be in the offices behind their current space. It's a smaller space, but more secluded and a good excuse to downsize. We still will not have rent or other overhead – just internet
- FOLIG would like to host a reception at the Maritime Conference Center near BWI

ALA Councilor's Report

David Dahl

- ALA called out chapters for not being a member of the Freedom to Read foundation. The organization doesn't seem to be great at sending out renewal reminders. Josh will investigate to see if we have paid a membership for this any time recently.
- David also did not travel to New Orleans for LibLearnX – he attended the council meetings virtually. The council meetings included voting on all the changes to the bylaws to transform ALA governance. These changes still need to go to membership in the Spring. Each chapter will still have a seat on council for voting – the number of at large councilors have been downsized to 36 from 100.
- Megan Cusick, ALA's public policy and advocacy liaison to the chapters, no longer works for ALA. It's currently a team effort at ALA to fill in those gaps

Past President

Mary Anne Bowman

- Mary Anne has been working on Professional Development Panel tasks
- Next month, Mary Anne will be working on educational grants

Conference Director's Report

Kelsey Hughes

- Conference committee is on the last set of forms for sessions
- The brochure had a few errors Kelsey is working on fixing
- Agreements are in the for keynote speakers
- A bookseller will be coming out to sell materials – we will get 10% of the profits
- Orientation will be May 2nd at 2pm. It will be virtual and recorded. Kelsey has reached out to a few people to work with her on this session

Adjournment

- Meeting adjourned at 2:25pm