

Maryland Library Association

Steering Committee Meeting

Tuesday, April 25, 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), Carl Olson (Treasurer), Conni Strittmatter (Secretary), Nay Keppler (President), Kelsey Hughes (Conference)

Excused Absence: David Dahl, KennethWayne Thompson, Mary Anne Bowman

Call to Order

Nay Keppler

- Nay Keppler calls the meeting to order at 1:01pm

Changes to the Agenda

- None

Minutes February Meeting Approved via Email

Conni Strittmatter

- Sent to Bob Kuntz for posting on mdlib

Treasurer's Report

Carl Olson

Balance Sheet

- Bank balances ended in March at \$259,676.92, up just under 4% from the same period last year
- Long term reserves are at \$125,616.32, down just under 10% from last year
- Total current assets are \$388,988.24, just a little over 1% from March of 2022
- Accounts payable were negligible
- Retained earnings were \$262,409.28, which is just a little over 4% higher than in March of 2022
- Net income was \$126,579.67, just a little under 11% from last year
- Liabilities and Equity balance in at \$388,988.24, down just 1.22% from March of 2022

Budget vs. Actuals

- Annual conference income stands at \$166,220.59, which is at 79.15% of its goal
- Fundraising has come to \$4,905.24, just under 20% of its goal

- Jobline income is at \$2,725, a little over 90% of its goal
- Membership dues stand at \$83,935, or 98.75% of the goal. This is due to affiliate memberships starting
- Program and group income stands at \$14,328.75, just under 60% of its goal
- Total income is, therefore, \$274,172.36, just under 70% of the goal
- Conference expenses are currently under 2% of the budget at \$2,195.59
- Bank and credit card fees are at \$5,664.74, just over 70% of its goal
- Committee expenses are at \$2,253.99, or 45% of its budget
- Office expenses are at \$14,934.63, just over 90% of the budget for this year
- Personnel expenses ended March with \$98,435.80, or almost 58% for the year, indicating that line will need some adjustment
- Professional fees come in at \$8,500 – the audit has already taken care
- Program and group costs of \$4,251 is a bit over the budget because some costs have gone up
- Total expenses are in at \$149,353.90, or 36.72% of the goal for the year
- With dividend income of \$1,761.21, net income is at \$126,579.67 against a projected loss of \$5,150

Questions & Comments

- Kelsey Hughes asks why the conference income is listed as coming from 2020 rather than 2023. Carl believes this is a quickbooks error and will work with Kate to fix it.
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Old Business

1. Affiliate Membership

- a. The new membership launched in early March
- b. This has been a soft launch because Josh is still working with Naylor to upload all the new members
- c. Currently, we have eight affiliate members – Baltimore (522 members), Carroll, Charles (87 members), Montgomery (368 members), Prince Georges, Queen Anne, St. Mary's (59 members), and Washington
- d. By the end of March, we took in \$30,000 in affiliate memberships. Totaling all the membership listed above will bring us in \$55,700
- e. Kelsey asks what the eventual plan is for publicizing this more widely.
 - i. The goal is for systems to be able to register their system themselves and select invoice as a payment type. Amy and the marketing team will work on a plan to promote it. This is all dependent on Naylor getting all of this settled.
 - ii. Kelsey points out that systems are setting their budgets now and may want to know about this option
 - iii. We could also have systems who currently have an affiliate membership talk up how great it is to have their staff as members

2. Managers Academy

- a. This will launch in October, which will be a cohort of around 20 middle management staff
 - b. This is a partnership with MSLA, who will be funding it. MLA will handle registration
 - c. This will be a total of 6 weeks
 - d. Jennifer Pratt, the interim director of the Florida Library Association, will run it
 - e. We have gotten feedback from a virtual summit and will continue to get feedback from future luncheons and summits through July to inform the Fall session
- 3. 2025 Annual Conference**
- a. This conference will be at the Ocean City Convention Center.
 - b. They gave us two target numbers. If we sell around 1,000 hotel rooms, we would get 50% off the conference fees, which would save us money. If we hit around where we are now with hotel room numbers, we'll get 25% of the conference center fees, which would put us at around our current costs.
 - c. This will continue to be the first or second week of May, which would stay out of the busy season in Ocean City
 - d. We are working through the Ocean City tourism board to make this work
 - e. Kelsey suggests in the future we consider a location that might be more easily accessible to Western Maryland
 - 1. We could consider Baltimore, but would possibly reduce the number of hotel rooms booked. We'd need to find a space where the price isn't tied into the number of hotel rooms we book
 - 2. Moving farther west could be difficult for DLA, but it could help bring in DCLA
 - 3. We could consider working with New Jersey and do a whole Mid Atlantic library conference
 - f. We are still at Cambridge for 2024, which will be our last year at that location for now

New Business

1. Election Results

- a. VP/Pres Elect – Tiffany Sutherland
- b. ALA Councilor – Joe Thompson
- c. Treasurer – Cheryl Naridelo
- d. ACRL VP – Alex Dodd
- e. ACRL Secretary – Kate Strain
- f. CSD VP – Summer Rosswog
- g. CSD Secretary – Karen Earp
- h. LDD VP – Matthew Louder
- i. LDD Secretary – Kalyn Au
- j. PSD VP – Pam Taylor
- k. PSD Secretary – Tina Pickens
- l. SSD VP – Lou Sica
- m. SSD Secretary – Traci Montgomery

2. Freedom to Read/Library Week Op-Ed

- a. COSLA would like all state library associations to write op-eds for national library week to discuss how important libraries are
- b. Josh reached out to a couple of papers and learned what their process is
- c. We don't have to do this for library week given the timing
- d. The Baltimore Banner would very much like to run something like this. It is digital only, which would be a quicker turn around time
- e. Josh will throw together some old statements and massage them into a possible op ed for us to edit and submit

3. MLA License Plates

- a. This license plate type lapsed recently. Josh found the old paperwork to help see if this is something we want to do again
- b. There is a minimal cost
- c. We do get a portion of the proceeds, though we have not profited from them in the past
- d. Josh will look into the possibility of getting this started again

4. Centennial Updates

- a. There is a planning session for the carnival tomorrow morning
- b. There are more people now on the committee for planning, though more are still welcome
- c. Nay has been working on finding a good restaurant fundraiser but has not had success with any of them
- d. Pam is working on a bowling fundraiser, which looks promising. It might be in Linthicum Heights
- e. Conni has not had any success finding a tattoo shop to host a fundraiser. Kelsey and Nay will also ask around
- f. Josh is working on MLA Centennial merch. We do have enamel pins to sell. We are still working on a price for them

5. Leadership Orientation Planning

- a. If we did the same way as last year, it would be virtual June 8th and in person June 15th at the Miller branch
- b. Nay will ask Andrea to go into more depth on legislative issues in the virtual session
- c. Last year, we sent out a survey asking what questions people have about being in leadership at MLA. Nay will look for last year's survey to use that for this year
- d. The dates may change depending on KennethWayne's availability
- e. For ALA Councilor and Budget, we may want the outgoing people to provide information since they have the history of the role
- f. Kelsey will move from conference director to professional development panel chair
- g. Kelsey asks if we considered having this as one all day in person session rather than splitting it into a virtual half day and in person half day.

- i. An in person half day can be difficult for travel and work day planning
 - ii. In day is also helpful for teambuilding
 - h. If we did one all day in person, we will propose Thursday, June 1st or Wednesday, June 7th
 - i. We could invite Paula Singer back to do the board training, though many on the board have seen her presentation many times now
 - i. Josh will reach out to Tamar to see who they have used for CML in the past
 - ii. This is a short turn around, so if we can't find someone new, Josh will reach out to Paula Singer about the possibility of revising her presentation to bring something new to the group

President's Report

Nay Keppler

- There is a new interest group petition coming up for an Emerging Adult Interest group. There is support across the state, so it seems likely she'll get the needed support
 - Kelsey wondered if an interest group of this kind might be able to work under MAPIG
 - Conni brought up the possibility of making changes to other units to accommodate this, like making PSD into Adult Services and TIG into a division
 - We can bring this to a future Executive board meeting to discuss
- Dear appropriator letters were sent in late March
- Josh and Nay presented the Volunteer Award winner with her plaque. Other awards will be done at conference
- Nay attended the futures conference, which was excellent
- MAPLA discussed library security and a digital navigator sessions. They are also discussing anti-book ban legislation and state park pass circulation

Vice President/President Elect

KennethWayne Thompson

- KennethWayne could not attend this meeting

Executive Director

Josh Stone

- Josh also attended MAPLA and the futures conference
- He has been working on prep for conference
- Brian Frosh and his wife will be at the author luncheon at conference to receive his award
- Josh got an invitation to attend a conflict resolution conference in May and will report back

ALA Councilor's Report

David Dahl

- David could not attend this meeting

Past President

Mary Anne Bowman

- Mary Anne could not attend this meeting

Conference Director's Report

Kelsey Hughes

- Orientation is next week on May 2nd, which will be recorded
- There are 583 registrants and the hotel is sold out
- Working on final preparations, including vests for the silent auction volunteers
- Kelsey presented at the Texas Library Association conference and got a lot of great ideas for us to consider
 - Speakers, instead of getting a free meal, get a small gift like a travel thermos
 - They have library themed games
- Josh shared that Pratt and SLRC are going to donate money so BCMLA can have open bar for up to 50 people – BCMLA sought this funding themselves. They are still working on logistics for how this will work.
- Josh will reach out to Tiff Sutherland about selecting an assistant chair for Anita for the 2024 conference

Adjournment

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