

Maryland Library Association

Steering Committee Meeting

Wednesday, June 18, 2025

1:00pm - 3:00pm

Zoom:

<https://marylandlibraries.zoom.us/j/96070262083?pwd=VTV2eXNQRMNsZU8yK0kxb1g0TE5uQT09>

Call to Order

Teonja Jung

- Josh called the meeting to order at 1:03pm

Changes to the Agenda

- Josh requested we add the Intellectual Freedom campaign to the agenda

Minutes for April Meeting Approved via Email

Laura Bandoch

- These were approved via email. They are in the process of being posted

Treasurer's Report

Cheryl Nardiello

- Balance Sheet
 - As of May 31st, we are at \$338,649.98 for total current assets
 - Our assets match our liabilities
- Profit and Loss
 - The annual conference brought in \$11,181 in the month of May
 - Total income from the conference comes in at \$202,906 for the year so far
 - Program groups have brought in \$11,266.25 for the year
 - In 11 months of the year, we are at 92.35% of our projected income for the full year
 - The conference expenses totaled \$127,404.03 for the month of May, with a total of \$156,136.81 for the year so far.
 - Credit Card fees for May come in at \$332.03
 - Scholarships for May paid out \$700
 - The Maryland Author Award costs for May came in at \$2,228.20 for the award and travel expenses
 - There were expenses for unit programs like ASRD program food. Total programming expenses comes in at \$4,854.91
 - Our net income for May was \$123,710.01 with a total annual net income of \$80,854.80
- Questions and Comments
 - David asked if anything is missing from the conference expenses and profits in this report. Josh said there are just a few things that have not been entered yet, but it is nearly fully up to date
 - We have not yet been billed on a few things from Cecil County, which will adjust our total net income once that has been entered
 - The report has been approved filed for audit.

Business Agenda

Archivist Approval

David Dahl

- Leah Sims has agreed to take on the role as archivist for MLA, should the board approve
- This is not a paid position, though there is discussion of finding a way to compensate those in the archivist and CRAB editor roles.
 - David suggested comping the conference fee as an example
 - Josh mentioned that a conversation with a previous CRAB editor feels strongly that the position is a way of giving back to the organization
 - Another idea is to reimburse their travel to and from the archives as needed

ACRL-MD President

David Dahl

- The staff elected president for ACRL-MD in FY26 has stepped down from this role.
- The vice president is very new to the profession and the position and is not interested in jumping into the president role right away.
- David suggests MLA puts them on a probation for the year. This would mean we pay some extra attention to the unit, ensuring they have opportunities to succeed in the future.
- This plan will be presented at the next executive board meeting
- Joe asks if probation would still be asking ACRL-MD to do the work of the unit. David clarified that this would simply mean we are paying more attention to ensuring they are getting participation from potential future leaders.
- David will be talking with some past presidents of the division to see if anyone can step up to help get the work of the unit done throughout the year
- Josh suggested the wording “improvement plan” rather than probation, if that would help enforce that this is not punitive.

Future of MLA Chats

David Dahl/Josh Stone

- David posed the idea that we could ask recent Maryland Library Leadership Institute graduates to each host an MLA Chat
- This would solve two things – provide a leadership outlet for new graduates to encourage their continued growth, and give us a somewhat consistent way of filling a calendar of MLA Chats
- We could consider asking most recent graduates to do this. But since it was not clear we’d be asking them when they signed up for the institute, it could be optional this time around. In the future, we could consider making it required for all MLLI graduates.
- Joe suggested we could consider a monthly model. He has volunteered to help try to organize this process
- David will share any additional thoughts with Joe to get everything started

IF Campaign

Josh Stone

- Max is doing a redesign of the “very radical” MLA shirt. The new version will now say something like “support Maryland libraries”.
- We can still offer the “very radical” design for those who like it
- Danielle put together a flyer with a QR code leading people to our Bonfire shop where people can purchase a shirt.
- The money raised by sales of these shirts and other related merchandise would support MLA advocacy and programming

- David mentioned it would be valuable to make sure all unit leaders are aware of this campaign so we can all be on the same page about how to talk about it and promote it
- Josh will bring these flyers to the MLA booth at ALA

FY 25/26 Budget

Josh Stone

- The state library feels confident that they should be getting the funds for library systems to send staff to conferences for professional development. Josh's proposed budget is based on that reality, but we are thinking about what could happen if funding is less than expected
- Josh and Tif are both working on opportunities to increase fundraising and sponsorships throughout the year with our Bonfire store, the Crab, and MLA Connect
- Josh and Joe have discussed the possibility of hosting a MLLI fundraiser. Invitees could be past MLLI graduates
- Jobline income was a bit under this past year, but not enough to lower the expected \$2,000 for next year
- Membership dues should remain stable as long as the state library's confidence in the professional development funds holds. Josh would like us to focus this coming year on encouraging smaller library systems to consider joining as affiliate memberships
- Josh increased the projected income for programming. There's a big interest from units to add more programming, and we already know of some new events like the Advocacy conference
- Josh increased the ALA Councilor conference costs to \$5,000. Joe suggested we keep it at \$3,000 based on what was needed last year, and what this coming year looks like.
- Last year, nobody asked MLA to chip in for participating in MACO. But just in case, adding \$300 for that line
- Next year's conference expenses are higher than the Ocean City conference, but lower than previous years at Cambridge. Josh was able to negotiate some lower costs, and would like us to be more diligent about how much we spend on speakers and meals
 - David asked how much of the \$165,000 is committed already.
 - Josh shared it is around \$80,000 so about half of it is discretionary at this time
- Our archive cost has remained steady and shows no sign of going over \$500
- The platform we are using for the full fiscal year has lower credit card fees, which should mean we have lower credit card fee costs. Estimating \$10,000
- There is a new budget line for leadership day and in person board meeting costs at \$800
- Josh is suggesting we increase Scholarships by \$1,000
- Organization Expenses amount to the cost of the databases
- Staff salaries are staying the same. We no longer need to budget for insurance for the executive director
- The Executive Director's professional development budget line includes the cost for the CAE exam
- The projected expenses come in under the projected income
- Josh will email this out to the executive board for an email vote

President's Report

Teonja Jung

- Josh's evaluation will be due soon. Teonja is working on that form and will send it out to the board

- The affinity group meeting will be canceled for next week. The team will continue reviewing the document with the suggestions and a new meeting will be scheduled in the near future
- As June ends, Teonja will focus her time on working with the marketing committee

President Elect's Report

David Dahl

- David thanks the group for help with MLA Leadership Day last week
- The meeting schedule is set for next year with calendar invitations sent out
- The September board meeting will be in person at the Miller Branch in Howard County
- David will be offline for a couple of days in advance of ALA next week

Past President's Report

Tif Sutherland

- Tif had to leave the meeting prior to this part of the agenda.

Executive Director's Report

Josh Stone

- Josh is working on trying new internet providers to save some money for MLA

ALA Councilor's Report

Joe Thompson

- There was a special council meeting held online on May 29th to approve revisions of the interpretations of the library bill of rights. The Intellectual Freedom committee of MLA is also working on a revision of their manual, so these needed to be done prior to that. Some were approved, the rest will be discussed more at the ALA conference
- ALA is in the final stages of developing a new strategic plan with a lot of work done by the ALA Executive team. Joe will share the draft plan with the steering committee
- Joe has seen many of the documents to be reviewed prior to the council meetings at ALA. He will be reading them thoroughly prior to conference. One important point is that a new executive director has been selected, though has not been announced yet

Conference Director's Report

Chelsea Shockley

- The team did not meet today – anything that had been discussed at previous June meetings had already been taken care of
- Feedback about the programs has been positive
- MLA members seem happy about going back to Cambridge
- There was feedback about changing the program submission form. Rather than listing unit names, it could list overall topic themes because not everyone will be familiar with what each unit does
- The group discussed the possibility of reaching out to ALA for a low cost or no cost speaker for the MLA conference, which could help ensure we have the funds to pay for other speaker options

Adjournment