

Maryland Library Association

Steering Committee Meeting

Wednesday, December 18, 2024

1:00 PM – 3:00 PM

Call to Order: 1:03 PM

Changes to the Agenda: Josh will be delivering the Conference Director's Report since Chelsea is unable to attend.

Minutes for October Meeting Approve via Email: Approved.

Treasurer's Report: There was not a lot of activity in November. There was some income from membership dues (\$1,247.00), Leadership Development (\$93.75). \$1,484.50 was the total income in November. There were not too many expenses in November. There were some office expenses (\$230.00), bill.com expenses, and a \$300 deposit on the legislation reception. The total November expenses were \$1,334.82. With dividend income and other assets, the total net income for November was \$3,661.77. Our current assets are up 5.99% over what they were last year. There was a motion to approve pending audit from Joe. David seconded.

Business Agenda

GrowthZone Updates: We are very close to launching the membership database and website. Danielle's work on this project has put us ahead of schedule. Josh showed a preview of the new website. There will be no update on MLA Connect yet until after the launch of the database/website. It will not take much longer to get it ready, with a February 2025 launch projected. The steering committee will obtain credentials to take a sneak peek before the official launch.

Group Audit Update: There is a desire to keep leadership plugged-in with the groups on a regular basis. David is taking the lead on what that will look like. Some sort of survey will go out to the groups and there will be a formal check-in process that is not highly laborious. We don't want to ask for additional reports to keep groups on track but utilize what we already have such as the annual workplans. The annual unit reports should get easier with GrowthZone modules. The audit group in its original form has been officially sunset.

MLLI Update: Participants have been chosen. Acceptance letters have been sent out. Denial letters/alternate letters will be sent today. MLLI team meets monthly. What each evening will look like is being decided; perhaps there will be a speed mentoring session on one evening.

President's Report: Teonja spoke to St. Mary's County staff at their Staff Day, highlighting scholarships we offer for various things. They had some breakout sessions and Teonja stayed to check them out. She also talked to some folks, and someone asked about starting an interest group relating to Spanish speaking staff. Charles County is next up in January (which may be virtual). Teonja went to Chicago for the ALA Advocacy session. She connected with a few people from other states. We have 30 people registered for the future's cohort in February.

President Elect's Report: David is still attending blueprint meetings. The 101 Reasons I Love My Library Campaign is happening in the near future. ACRL MD needed help getting officer nominations and David reached out to offer assistance.

Past President's Report: Tif's time has primarily been dedicated to developing and launching the Intellectual Freedom Helpline. The committee met most recently on December 19 to discuss potential edits to documents team members created and the next steps. For the reporting form, the group discussed whether to use the existing MSLA challenge reporting form or develop a new one through MLA. The destination of data collected by the MSLA form was unclear. The plan is to use a form hosted by MLA. The committee reviewed a draft job description for volunteers, and the committee discussed methods for assigning volunteers, including a schedule, a "matchmaker" system, or a first-come, first-served approach - we decided on having Tif act as coordinator for incoming requests and assigning based on criteria including library type, geographic location, and previous experience. The Committee reviewed the tool draft. The committee brainstormed promotional strategies, including a logo, a dedicated URL or webpage, bookmarks, stickers, a press release, and social media messaging. There will be a dedicated URL. The next steps are: Tif will work with Danielle to edit the form hosted by MLA and Josh will contact Tim about MSLA involvement and Max about logo development. The committee will compile resources, tips, and FAQs for volunteers, draft a press release and social media content, conduct MASL committee training, and distribute marketing materials and list partners on the landing page

Executive Director's Report: Josh met with Ashley Teagle last week in regard to 101 Reasons I Love My Library to discuss promotional material. There will be promotion of the campaign on the website and in the Crab. Josh met with other library association directors and talked with them about the federal nonprofit bill. MAPLA was concerned about this bill as well. Josh is meeting with various individuals because BCMLA wants to do a mentoring program. There needs to be an initial planning meeting to get the ball rolling. Josh met with the Library of Congress Federal Credit Union and another vendor to talk about sponsorship opportunities. CML met two Saturdays ago. Legislative Day is February 11th, which is being

planned. We received the funds from the Helpline grant. There is a meeting tomorrow to work through what the Helpline is going to look like. Some money will be used for an MLA/DLA pre-conference on intellectual freedom sessions. MPT is having a library documentary coming out through PBS. We will get a screening copy that we can show at the conference.

ALA Councilor's Report: After the presidential election, there was a call suggesting thinking through any possible changes that might be needed in regard to advocacy. Only 6-7 people participated, but it was a fruitful discussion. LibLearnX is in Phoenix. ALA Annual is in Philadelphia at the end of June. Joe encouraged the steering committee to try to register for Friday with a Chapters Leaders forum. Joe is running for PLA board as a director at large.

Conference Director's Report: We have a logo. Groups have gone through session proposals. Josh & Chelsea are now going through to make sure there are no overlaps in topics. We will not have as many sessions this year so people can have as much time as possible to visit vendors. Vendor and sponsorship applications have gone out. There is a sponsorship from Ebsco to pay for part of the BCMLA bus tour. DLA got their keynote. We have one keynote. Our second keynote is still not locked in. There is a site visit on February 24th.

Adjournment: 1:58 PM

The next meeting is January 15, 2025, at the Michael E. Busch Library in Annapolis (a virtual option will be available).