

MSLA Executive Board Meeting Minutes

Wednesday, June 17, 2009

Westborough High School

The MSLA Executive Board Meeting was called to order by Sandy Kelly at 4:25 pm.

Members present were: Leigh Barnes, Katie Cerasale-Messina, Linda Coviello, Patsy Divver, Rose DeNucci, Gerri Fegan, Pat Fontes, Cecily Houston, Sandy Kelly, Linda Kimball, Jan Koleszar, Laura Larsson, Diane Libby, Kathy Lowe, Gwen Paquette, Ann Perham, Linda Picceri, Jeannette Sisco, Carrie Tucker, Lynn Weeks, Jennifer Varney

Welcome to new board members: All members (new and departing) introduced themselves. Kathy Lowe distributed PDPs to members who served on the board, wrote for the Forum and performed other duties.

March Consent Agenda

1. Minutes of May meeting
2. Treasurer's Report-Final Budget
3. Executive Director's Report

Anne Perham moved and Patsy Divver seconded that we accept the May consent agenda.

Unanimously approved.

Conference Update: Kathy Lowe, Melissa Lynch, and Gerri Fegan went to evaluate the UMass/Amherst Campus Center as a possible conference site for 2010—right now November 7-8 is looking likely. They reported that the costs would be comparable, but with better benefits. They said that the site is very attractive and presents good opportunities for collaborating with academic librarians and staff at UMass is very good. Better food, lodging is possible, Wi-Fi is excellent, and there is state of the art technology in meeting rooms, good parking.

Old Business:

Budget for 2009-2010: Draft budget was presented at May meeting by Barb Andrews. Some amendments were proposed: Kathy Lowe requested a laptop for MSLA to replace a 10 year old computer. Ann Perham moved that we added a line item for \$1200 for office technology to cover this expense, Jan Koleszar seconded. Unanimous approval for this amendment.

Other line items amended:

- Conference printing and postage to increase to \$10,000 (from \$7000)
- Reg-Online funding for \$3200 to cover conference registrations
- Travel expenses—Kathy Lowe's travel mileage increased to: \$1200 (from \$600)
- Travel expenses—member travel mileage increased to \$1800 (from \$1000)
- Postage for Executive Director increased \$800 (from \$750)
- Kathy Lowe and Valerie Diggs are attending training in July in Chicago for implementing new AASL standards, and requested \$225 for hotel costs

Increase of approximately \$8825 over originally proposed budget. Total budget proposed is \$131,195. Actual expenditures for 2009-2010 were \$110,494.26.

Linda Picceri moved that we accept the budget as amended; Gerri seconded; Unanimously accepted.

Policy: Second reading of the Executive Director's job description. At the May meeting we had a first reading of the following changes to the MSLA Constitution and Policy Statement:

- Amend the MSLA constitution by deleting Article V, Section 6. This will remove a redundancy from the constitution.
- Amend the MSLA Policy Statement, Executive Director Section, by substitution.

The new section will be as follows:

- The Executive Board may appoint an Executive Director. The Executive Director's term of office is subject to termination at will by the appointed person or by the Executive Board.
- The Executive Board shall establish and at its discretion revise the Executive director's duties, obligations and compensation.
- The Executive Board shall establish and at its discretion revise a process for an annual review of the Executive Director's job performance

It was also suggested that we add the phrase: appoint an executive director *as a paid consultant.*" Ann Perham moved that we accept the language describing the executive director position with the amendment; Jeannette Sisco seconded. Unanimously accepted.

Changes to Ellen Berne Award –Carrie proposed three changes to the Ellen Berne award:

- "use of new technology to teach information literacy" not internet
- changed selection committee to include school personnel to bring in more non-librarian involvement
- winner much be a professional school library teacher

Gerri asked if Carrie could write up changes using this language to circulate to the board this summer.

Sandy and Gerri also asked about developing language for new awards. Ideas floated were for "innovator" award for someone coming up with new ideas for promoting school libraries. It was also suggested that we present an award for a person new to the profession. Gerri requested that Carrie bring language about the Ellen Berne award forward this summer.

Forum Update – Patsy Divver emphasized the need for all to submit year-end reports because these will go into the next addition of the Forum. Forum will come out as both hard copy and online in fall with end-of-year reports. The Forum will then come with winter and spring issues (one issue will be dropped). Patsy also noted that with the excellent MSLA website and use of list serve, there are other good means for sharing information. The deadline for the next issue was June 17, but editors will extend the deadline to the end of June. Roberts Printing will print for us and Ann Perham is going to assist with editing and layout. Jan Koleszar said there was a good opportunity to pull in many more members to write articles. Ann also recommended that each board member contributed articles about what each one is doing as a way to share about what the various board members and committees are doing. Sandy said it has been difficult to get people to contribute to Forum. Gwen Paquette suggested we try to think of ways to make the Forum more fun.

New Business

Recognition of outgoing board members: Pat Fontes (20 year member!), Diane Libbey, Jeannette Sisco, Carol Klatt, Bruce Cramer, Robin Cicchetti, and Barbara Andrews are leaving the executive board as the year concludes.

Welcome to new President Gerri Fegan!

Committee Chairs:

Kathleen Baxter will remain as liaison to Independent Schools but will be training replacement; Gwen Paquette will stay as vendor representative; MLA liaison is Sue Ellen Szymanski.

We still need committee chairs for liaison to retired members (Patsy suggested we contact Marianne McGowan)

Advocacy, PR and Legislation: There is a need to clarify the responsibilities of these committees. There are a number of advocacy events that occur throughout the year. Conference Committee and Legislation Day are the major advocacy events for MSLA and Gerri requests that all board members participate actively on at least one event. Rose DeNucci requested that we ask MLA to try not to schedule Legislative Day during MCAS. Patsy suggested we make greater effort to identify board members at Conference and Legislative Day to bring attention to who we are. Perhaps include large photos in PR booth at Conference.

Kathy reminded us that there are job descriptions on the board-only page and clear expectations for area directors in particular. She also said that area directors were the key connection between the board and its members.

Kathy recommended that we think about a communication committee with subcommittees to be strategic about advocacy.

Patsy and Ann talked about using the list serve to collect ideas about surviving cuts and advocating for your job. Recommendation from Diane Libbey to contact Terry Young again at Scholastic for some advocacy ideas; Linda Kimball recommended talking to Sue Ballard.

One Minute Updates

MassCUE conference/networking – Sandy Kelly reported that we will have table at the MassCUE conference at Gillette Stadium October 27-28.

Adjournment: Sandy Kelly moved to adjourn at 6:25 p.m.

Respectfully submitted,

Judi Paradis
MSLA Secretary