

CITIZENS FOR MARYLAND LIBRARIES

MINUTES OF THE BOARD MEETING

April 18, 2009

Smithsburg Branch Library, Smithsburg, MD

Board Members Present

Pat Fisher, President, presiding; Nancy Aldous, Margaret Carty, Judith Ferro, Theodore Haas, Steve LaBash, Mary Mallery, Maurice Rindskopf, Maurice Travillian, Patricia Turner, Lynn Wheeler, Bill Wilson, and Daria Parry for DLDS.

The meeting was called to order at 10:17 a.m.

Minutes

From the minutes of Feb. 7, 2009, under the President's Report it was noted that Pat Fisher and Simmona Simmons had also attended the November meeting requested by Susan Schmidt. Under the Report from DLDS a word was corrected so the second sentence would start: "DLDS did not run the competitive grant cycle this year..." Under Web Site, the correct spelling for one of our awards is Satterthwaite. Under Budget for 2009, MLLI was spelled out for the benefit of some as Maryland Library Leadership Institute. In the second paragraph under Legislative Reception in regards to the motion on flash drives, Carty had made the motion, which was seconded by Rindskopf. A few other spelling and punctuation concerns were noted. Ferro moved, seconded by Rindskopf, that the Minutes, as amended, be approved. The motion carried.

James Partridge Award

Wilson passed around the program for the Partridge Award Ceremony held Feb. 24, at which Pat Fisher was the key note speaker. Recipient of the award was Jacquelyn Nixon Purnell, longtime librarian at the Enoch Pratt Free Library.

Motion Form

Fisher distributed and then introduced a "Motion Form" to be used in an effort to help the secretary record the language of motions and the names of the mover and seconder. Copies will be available at future meetings, to be used by those persons making motions.

Treasurer's Report

The report as of April 18 was distributed by Rindskopf and then briefly discussed. Wheeler moved, seconded by Pat Turner, that the report be approved. Rindskopf then said that LaBash, as Asst. Treasurer, had met with him to understand the financial records of CML and that LaBash's name and signature are now on both accounts.

Budget Report

Mallery had distributed her budget report as of March 31 with the agenda for the meeting. She clarified that the \$3798 cost of the flash drives (as reported by Rindskopf) had been split in half and that \$1899 was reported under "Marketing Initiatives" and another \$1899 under "Projects support and development". There was a brief discussion of ideas for content to go in the forthcoming invoice letter to the Sustaining Members. No action was needed on this report.

President's Report

Fisher's written report for the meeting of Feb. 7 had been included with the agenda in the mailing for this meeting. The secretary had summarized Fisher's oral report on page 2 of her minutes, as also distributed in that mailing.

Fisher distributed at this meeting her current two-page President's Report and spoke to emphasize some points. This Report will be appended to the official file of these minutes. There was considerable discussion on how to make use of the remaining (c150) flash drives that contain information of how libraries are using money received from the State Capital Budget. With a letter of thanks from MLA President Darrell Batson each member of the General Assembly had already received a flash drive.

Rindskopf moved, seconded by Pat Turner, **that Fisher, Wheeler, and Mallery be authorized to collaborate on personalizing letters for Fisher to sign to go with the remaining flash drives to individual CML members, Friends groups, public library administrators, and staff of the financial committees in both House and Senate.** The motion was approved.

Executive Director's Report

Mallery had distributed her report with the agenda. Her report will be appended to the official file of these minutes. She added to her report by saying that she had heard from ALTAFF about dues for CML. We will be in the category of "a small affiliate" at a dues cost of \$40 per year. But that membership does not extend any benefits to Friends groups in Maryland.

DLDS Report

Parry reported that John Bertot and John Walsh are putting together a proposal to get some Federal stimulus money for broadband. It might be necessary to partner with a larger organization.

DLDS has funded a project to revise the Manual for Maryland Public Library Trustees, with Rainey Coiro chairing an advisory committee and with Dr. Paula Singer as the consultant to see that the project comes to completion by October.

Federal Legislative Report

Carty said that the national Legislative Lobby effort in DC this year will be May 11-13 with the briefing on May 11, along with distribution of packets of information including talking points. A reception will be held on the 11th also. Carty has registered 24 persons to represent Maryland; 16 are scheduled in two groups to visit the Senators. Smaller groups will visit members of the House.

State Legislative Report

Carty said that attendance was very good for the MLA Legislative Panel. Aldous reported a summary of legislative actions:

The capital grants program was fully funded at \$5 million. She suggested that members of the Senate Budget and Taxation Committee be thanked. SLRC probably ended up being cut 10% or about \$1 million.

The three regional libraries came out ahead with an increase of about 25 cents per capita.

For the last fiscal year the State staff who figured the actual allocations made some mistakes; therefore, some jurisdictions will have to pay back from FY 10 extra money received in FY 09.

Sen. King's digital library bill did pass; it had gone to Hixson's committee in the House. This bill funds a position in DLDS.

Fisher will send letters of thanks, drafted by Aldous, to members of the Senate Budget and Taxation Committee and the House Ways and Means Committee.

Newsletter

Wheeler reported the planned extensive contents of the next 12-page issue, to be ready for the MLA Conference on May 13th. It will include information on incoming MLA Vice President, President Elect Glennor Shirley, who for several years was the Vice President of CML.

Website

Fisher reported that Eileen Menton had been at work revising the CML web site. Fisher had authorized Menton to send her changes to Bob Kuntz to actually mount on the web site. Many of the changes are links to other sites. Since Menton had done this as a volunteer not on the Board, Fisher suggested that a gift be sent to Menton with an appropriate letter of thanks. Wheeler moved, seconded by Wilson, that **Fisher be authorized to buy a gift for Menton up to \$100.** Motion was approved.

Annual Meeting

Because DLDS has funding problems this year, Fisher suggested that the planning committee try to plan a program less expensive than last year—perhaps at some public library. Also, because the Trustees Manual should be completed by then, an official introduction will be given to the Manual. The first meeting of the planning committee was set for April 28. The Annual Meeting itself probably will be scheduled for the first Saturday in Nov., which is the 7th this year. The little survey that Parry conducted indicated that Saturdays were preferred by most respondents over a week day.

Awards

The Awards Committee will take charge of creating criteria to make scholarship grants to attend, starting in 2010, the MACO Annual Meeting and the Washington Library Legislative Lobbying event. Carty was added to the Awards Committee. The committee will have prepared by the September Board meeting selection criteria for discussion and approval.

Wheeler distributed copies of the application from the Friends of the Maryland State Library for the Blind and Physically Handicapped (MSLBPH) to receive the Mary Lou **Dewey** Advocacy Grant in 2009. Since this was a committee motion, no second was needed. After a brief discussion the motion to award that grant was approved.

Then Wheeler announced the nomination of Craig Abresch of the Eastern Shore Regional Library to receive the Davis **McCarn** Technology Award. After a brief discussion that award was approved.

Wheeler then told the Board that long time Board member Ruth Showalter, who stepped down a few years ago, had died. Pat Hofmann, Director of the Calvert Library, had sent Ruth's obituary to Wheeler, who in turn planned to circulate to the Board. Wheeler proposed that the **Satterthwaite** Advocacy Award be given to Ruth Showalter posthumously and that her husband Joe be invited to the MLA Conference to accept the award. That award was approved.

There has been a feeling that our annual awards should be presented at the Annual Meeting of CML and the Trustees. Aldous put that thought into a motion, seconded by Wheeler, that **henceforth the annual CML**

awards be given at the CML Annual Meeting in November and at the Maryland Library Association conference in May. That motion was approved.

Carty will reserve a table for our award winners and CML Board at the Conference dinner on Thursday, May 14, when Fisher will make the presentations.

Bylaws Revision

Fisher reported that the Bylaws Revision Committee, chaired by Lisa Williams, is at work. No new draft had been circulated and Lisa Williams was not present, so there was no discussion.

Portable Display

At the suggestion originally of Wheeler for several meetings of the Board there has been discussion about CML buying a new Portable Display system to be used by CML and MLA, especially at the annual meeting of MACO, which this year is Aug. 13-14 in Ocean City. The statewide library community this year has four exhibit spaces in a large bloc in a strategic location. There has been a committee at work designing the collaborative exhibit under the theme this year of "Maryland My Maryland". Much of the cost of the exhibit this year will be paid by the Eastern Shore Regional Library.

Accordingly, Wheeler suggested that the currently unspent money set aside under a few headings in the budget (Marketing Initiatives, Projects support and development, CML Annual Meeting, and MACO expenses that now total \$5,002) plus some of the \$5,639 income for the year not budgeted yet provide sufficient cushion in the CML budget to allow CML to assume the major cost of the Annual Meeting for CML and the Trustees this year. Therefore, Wheeler moved, seconded by Wilson, **that CML spend up to \$7,000 for our Annual Meeting this year.** Rindskopf suggested using box lunches to control expenses. Motion was approved. Fisher and Wheeler will represent CML at the MACO annual meeting.

Resolution on Community Advocacy

Several meetings of the Board ago Fisher had presented a draft Resolution on Community Advocacy to complement a Resolution on Legislative Activity previously approved. Community advocacy was discussed at length at that meeting. Due to press of business, considering the now revised Resolution was held over until this meeting. The original resolution was distributed with packets for this meeting, and the revised resolution was distributed at the beginning of this meeting [and later mailed to other Board members]. There was a brief discussion and one amendment to include the word "staff" in the phrase to now read "...library staff retirees..." Toward the end of 1., the redundant use of the word "libraries" needs to be deleted so as to now read "...the positive impact of libraries in the life..." Wheeler moved, second by Turner, **that the Resolution on Community Advocacy, as slightly amended, be approved and that both resolutions be mounted on the CML web site.** The motion was approved. At the suggestion of Mallery, these resolutions will be included in the web section along with the CML Bylaws. [The date of Board approval, April 18, 2009, needs to be added to this resolution when added to the web site.]

CML Display at MLA Conference

Carty reported that she had reserved a display table for CML at the MLA Conference. Mallery will update the CML display and prepare a supply of membership leaflets and arrange to send those things with some librarian from Washington County to the Conference. Wheeler will bring a supply of our spring newsletter. Wilson will take charge of arranging some Board coverage of the table.

CML Committee Assignments

Mallery had distributed an updated list of Committee Assignments in the packet for this meeting. A few adjustments and additions were made during the course of this meeting.

Training and Scheduling CML Members to Testify at Hearings

Fisher has felt the need for such training. She asked Travillian to help with a training event, perhaps in September. Perhaps this training session will be done electronically, once all Board members have had WIMBA training on how to participate in online meetings or training sessions. About half the Board recently had WIMBA training. Turner and LaBash offered their impressions of that learning experience. Rindskopf asked how Fisher intended to regularly use electronic online meetings. Fisher said initially for Executive Committee planning meetings a couple of weeks before regular Board meetings—and for committee meetings and training sessions.

MLA Trip to Jamaica

Carty told of the Oct. 23-30 trip that MLA is sponsoring to Jamaica, largely planned by Glennor Shirley, a native of Jamaica. Cost for 7 days and 6 nights will be \$1305, plus \$99 for trip insurance. Various excursions will be available. Carty asked for a commitment by April 24 from interested individuals in order to lock in the cost of air fares.

Board Meeting Dates

The dates for meetings of the Board were set for June 6 and Sept. 19. The venue for June may be the new Calvert Library in Prince Frederick.

Brainstorming for CML Mission Statement

In the packet for this meeting Fisher had invited Board members to write words on sticky slips that came to mind in response to three questions. Fisher had posted big sheets of paper for each of the three questions, and Board members were asked to stick their notes on the appropriate sheets. Toward the end of the meeting, Parry and Wheeler grouped the notes in categories. Fisher took the detailed slips home to work on a draft, but the gist of what was posted follows under each of the three questions.

1. What are the opportunities or needs that we exist to address? (the purpose of CML)

The key words were: promote, collaborate, and advocate.

2. What are we doing to address these needs? (the business of CML; i.e. the “how”)

The ideas were collaboration, marketing/communication, making awards, and advocacy—with several specifics mentioned.

3. What principles or beliefs guide our work? (the values of CML; i.e. the “why”)

The ideas were: one Maryland one voice, more citizen involvement, library access for all; we believe in the mission of public libraries, education, and intellectual freedom. Also, there were several very specific things mentioned.

Fisher will circulate her draft document to the Board for discussion at the June meeting. When that is decided, the Board will then move on to preparing goals and objectives and then a marketing plan.

The meeting was adjourned at 1:00 p.m.

Minutes were prepared by acting secretary Bill Wilson on May 3, 2009.

