**MINUTES OF THE BOARD OF LIBRARY COMMISSIONERS monthly regular meeting**

**Date** : Thursday, December 7, 2023

**Time** : 10:00 A.M.

**Place** : Massachusetts Board of Library Commissioners Offices

Boston, MA

**Board**

**Present** : Debby Conrad, Chair; Karen Traub, Secretary; Barbara Barros; Mary Ann Cluggish; Joyce Linehan; Jessica Vilas Novas

**Board** : Vicky Biancolo, Vice Chair; Stacy DeBole

**Present**

**Zoom**

**Absent** : George Comeau, Esq.

**Staff Present:**

James Lonergan, Director; Andrea Bono-Bunker, Library Building Specialist; Celeste Bruno, Communications Director; Kate Butler, Library Information Systems Specialist; Maura Deedy, Library Advisory Specialist; Tracey Dimant, Head of Operations and Budget; Sue Faielle, Accountant; Rob Favini, Head of Library Advisory & Development; Jennifer Inglis, State Aid Specialist; Rachel Masse, Assistant to the Director; June Thammasnong, Communications Specialist

**Staff Zoom:**

Uechi Ng, Administrative Assistant; Aparna Ramachandran, Data Analyst/ IT Support; Lillian Sutton, Administrative Assistant

**Observers Present:**

Courtney Andree, Executive Director, Massachusetts Center for the Book; Hannah Li, Staff, Rep. Garlick’s Office; Maria McCauley, Director of Libraries, Cambridge Public Libraries; Mary Rose Quinn, Former MBLC Staff, Observer

**Observers Zoom:**

Maureen Amyot, Library Director, Westborough Public Library; Eileen Chandler, Network Administrator, Cape Libraries Automated Materials Sharing (CLAMS); Scott Kehoe, Library Resources Director, Massachusetts Library System (MLS); Marie Letarte, Library Director, Bigelow Library, Clinton; Kathy Lussier, Network Administrator, North of Boston Library Exchange (NOBLE); Dave Slater, Network Administrator, Old Colony Library Network (OCLN); Angela Veizaga, Director of Strategic Partnerships, Library for the Commonwealth

**Meeting called to order by Chair Conrad**

Chair Conrad called the meeting to order at 10:10 A.M.

**Roll Call of Commissioners**

Chair Conrad stated that she is required to take a roll call of Commissioners to comply with the Open Meeting Law for hybrid meetings.

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| Commissioner Barros- Present | Commissioner Comeau- Absent | Commissioner Linehan- Present |
| Commissioner Biancolo- Present Zoom | Commissioner Conrad- Present | Commissioner Traub- Present |
| Commissioner Cluggish- Present | Commissioner DeBole- Present Zoom | Commissioner Vilas Novas- Present |

Chair Conrad explained that she would be making a motion to comply with a consent agenda. A consent agenda is a board meeting practice that groups routine motions into the consent agenda. If there are no objections, the Chair can declare a motion passed, rather than counting votes for each motion separately.

Chair Conrad moved to adopt a consent agenda for agenda items #2- Approval of Minutes- November 2, 2023 Minutes, #7- Consideration of approval of municipalities meeting the requirements for the FY2024 State Aid to Public Libraries based on eligibility established in FY2024 for the Municipal Appropriation Requirement and in FY2023 for the minimum standards, #8- Consideration of appointment and reappointments to the Statewide PR Committee, and #13- Adjournment.

Commissioner Vilas Novas seconded.

Chair Conrad asked for a roll call vote of the Commissioners for this motion.

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| Commissioner Barros- Yes | Commissioner Comeau- Absent | Commissioner Linehan- Yes |
| Commissioner Biancolo- Yes | Commissioner Conrad- Yes | Commissioner Traub- Yes |
| Commissioner Cluggish- Yes | Commissioner DeBole- Yes | Commissioner Vilas Novas- Yes |

**The motion passed.**

**Approval of Minutes from the regular monthly meeting:**

**November 2, 2023**

Chair Conrad asked for a motion to approve the minutes from the November 2, 2023 Monthly Meeting as presented.

Commissioner Barros moved and Commissioner Traub seconded to approve the minutes from the November 2, 2023, Regular Monthly Meeting.

**Hearing no objection, Chair Conrad declared the motion passed under the consent agenda.**

**Chair’s Report**

Chair Conrad presented the following report:

We meet today on Pearl Harbor Day – a day when we honor those who died on this date in 1941. Franklin D. Roosevelt’s radio address to the nation following the attack is well known and preserved but at the same time staff at the Library of Congress began collecting people’s reactions to the bombing so that there would be an oral history of how the nation reacted. Over the next several days interviews with random people on the street were conducted, recorded, and saved to the Library’s audio archives. This is an example of the critical importance libraries have always placed in preserving our history and ensuring that this documentation is preserved – whether in print, audio, or digital. As we face questions about the importance and role of libraries in the 21st century, we need to remember that libraries have always filled this critical role in our society.

This month I attended the wonderful annual meeting of the Massachusetts Library System on November 6th at the Devens Common Center. I also attended several meetings of the Massachusetts Library Association Legislative Committee. The first of these meetings was in response to concerns raised by the commissioners at the October meeting about how to ensure our message was clear about what the anti-book banning legislation needed to contain if it was to meet the particular circumstances in Massachusetts. This was also discussed at the general meeting of the committee. The co-chairs met with the chairs of the legislative library caucus and plan to hold briefings for legislators to provide information about what the legislation needs to contain. The chairs are preparing talking points to ensure that the information is clear and understandable. The committee also discussed how best to hold legislative breakfasts/advocacy events in 2024. No matter what format(s) are decided upon, I do want to remind Commissioners that it is important that we participate in these events. We are the best advocates for the MBLC and its legislative agenda.

On November 28 the MBLC Executive Committee met virtually. We talked about the libraries that will be applying for waivers and how best to work with them to ensure that they receive the funding they need to serve their communities. This will be discussed at greater length in January, which promises to be a jam-packed meeting.

And of course, I attended the retirement reception for Mary Rose Quinn on November 17th. Today we are going to be celebrating the achievements of Mary Rose and all the other staff who have or will be leaving the MBLC in the most appropriate way – over lunch. They will all be missed – Massachusetts libraries have benefited from all of their efforts.

And now I want to recognize the achievements of one of our own Commissioners – Mary Ann Cluggish. Commissioner Cluggish was first appointed in 2011 and was appointed to additional five-year terms by Governor Deval Patrick and Governor Charles Baker. Her final term expires in January. Her years of service to the library community could be described as the best of years and the worst of years – and 2011 could easily be identified as one of the worst of years for libraries. During all that time, no matter the circumstances, Mary Ann has been a fierce and effective advocate for libraries and the MBLC. She has been my role model both as a commissioner and chair. I know I will continue to rely on her advice and friendship for as long as I serve on the Board and beyond. And now I am going to turn this over to James.

Rob Favini, Government Liaison presented Commissioner Cluggish with citations from the House and Senate. Boston Bruins mascot, Blades came and presented Commissioner Cluggish with the Summer Reading Champion Signed Certificate for her hard work and dedication to the Summer Reading Program.

**Commissioner Activities**

**Commissioner Barros**

* October 14: Attended the Millis Friends Celebration

**Commissioner Biancolo**

* November 6: Attended MLS Annual Meeting at Devens Common
* November 17: Attended the MLA Legislative Committee meeting, virtual
* November 17: Attended MLS Teen Summit, virtual
* November 17: Attended retirement celebration for Mary Rose Quinn
* November 28: Attended meeting of Executive Board, virtual
* November 29: Attended MBLC workshop “Revising Display and Programming Policies,” virtual

**Commissioner Cluggish**

* November 6: Attended MLS Annual Meeting at Devens Common
* November 17: Attended the MLA Legislative Committee meeting, virtual
* November 17: Attended retirement celebration for Mary Rose Quinn

**Commissioner Linehan**

* December 4: I attended the Norman B. Leventhal Excellence in City Building Awards at the Boston Harbor Hotel.
* December 5: I attended the Fenway Alliance’s annual gala at the Huntington Theatre
* December 6: I attended Mass Creative’s 10th Anniversary event at the Hanover Theatre in Worcester.

**Commissioner DeBole**

* Participated in AI Seminar, Practical for Public Library

**Commissioner Traub**

* November 6: MLS annual meeting in Devens
* November 13: Ultimate Library Roadtrip Western Mass and visit with Rep Saunders
* November 16: MBLC PR Advisory Committee
* November 28: MBLC Executive board meeting
* December 3: Mass Center for the Book Reading Challenge Celebration
* December 5: Mass Center for the Book board meeting

**Commissioner Vilas Novas**

* November 6: Attended the MLS Annual Meeting
* November 17: Attended Mary Rose's retirement party
* November 29: Feedback session with Sara (MLS)
* November 29: ECCF Digital Equity Advisory
* December 6: ECCF Digital Equity Coalition, co-presented and synthesized feedback for the Public Comment for Essex County on the Statewide Digital Equity Plan

**DIRECTOR’S REPORT**

Director Lonergan presented the following report:

Meetings/activities highlights since the last monthly Board meeting:

* November 6— Presented “MBLC Update” at Mass. Library System (MLS) Annual meeting, Devens
* November 7—Check-in call with David Leonard, President of the Boston Public Library and Sarah Sogigian, MLS Executive Director, virtual
* November 8—Northeast Summit on Climate Adaptation for Library Facilities, virtual
* November 8— “Behind the Scenes” tour of the Boston Public Library with Anna Fahey Flynn, Tracey Dimant and House Ways and Means Budget Analysts
* November 14—Provided MBLC update at Central/Western Mass. Automated Resource Sharing (CW MARS) Users Council Meeting, virtual
* November 14—Virtual meeting with Scott Bernier from EBSCO to discuss their national support for intellectual freedom efforts (follow up to COSLA meeting in Newport)
* November 17—Mass. Library Association (MLA) Legislative Committee meeting, virtual
* November 17—Mary Rose Quinn’s retirement gathering, Woburn
* November 28— MBLC Executive Committee meeting, virtual
* November 30—Check-in call with Maria McCauley, Cambridge Public Library Director, virtual
* December 5—Mass. Center for the Book Executive Board meeting, virtual

The Mass. Broadband Institute (MBI) has released their [“Internet for All” Plan](https://broadband.masstech.org/mainternetforallplan) for public comment from Nov. 13 through Dec. 15. The [Bipartisan Infrastructure Law](https://broadbandusa.ntia.doc.gov/sites/default/files/2022-02/State_Local%20IIJA%202-Pager_Final%2001.27.2022.pdf) has already allocated $145 million to Massachusetts to expand high-speed internet access and digital equity programming across the state. Over the last year, MBI has [led a planning effort](https://broadband.masstech.org/internetforall) that has resulted in the development of two guiding planning documents – a Statewide Digital Equity Plan and the Initial Proposal for the Broadband Equity, Access, and Deployment (BEAD) Program, both informed by organizational stakeholders and residents of the Commonwealth as required by the National Telecommunications and Information Administration (NTIA). These two documents create the Massachusetts Internet for All Plan.

The MBLC has been partnering with the Mass. Broadband Institute for some time and MBLC staff (Paul, Rob, Kate, and I) have been working closely with MBI in their efforts related to both the Broadband Equity, Access, and Deployment (BEAD) and Digital Equity planning documents. I represent the agency as part of MBI’s Digital Equity Working Group. In addition, public libraries have served as locations for listening tour sessions throughout the Commonwealth and have participated in the sessions and provided valuable feedback. Libraries are regularly discussed throughout the plan, particularly in relation to digital literacy. Kate worked with MBI to distribute paper copies of the draft plan and comment forms to our public libraries through delivery for residents who do not have internet access. Many thanks to MLS and to the Optima Delivery crew for their assistance.

MPLCP: Fitchburg's groundbreaking, scheduled for Tuesday, December 12 at 3:00 p.m., has been postponed. They will reach out to us when it has been rescheduled. They are hoping Commissioner Linehan will still be available to give her inaugural construction event speech.

The Building Literacy podcast has new episodes featuring the transformational impact new library buildings have had in six communities across the Commonwealth, from Monterey to Medford: <https://www.buzzsprout.com/995062>

The FY2025 LSTA Direct Grant program is up and running with a December 6, 2023, deadline to submit letters of intent to apply for a grant (Rob and/or Lyndsay should be able to provide an update on the number of letters received during our meeting). The next deadline in the process will be the submission of draft applications in February 2024.

On November 8, Maura and Rob met with Town of Acton Select Board members to discuss the future organizational relationship between the independent Acton Citizen’s Library and the town’s Memorial Library. Following the meeting they led an in-person trustee orientation at the Acton Town Hall that was attended by 17 people.

On November 20, Shelley and Rob visited MCI Norfolk to meet with Nancy Hughes and Jacqui Scaccia. The main objective of the meeting was to connect Rob with Jacqui who oversees library services for the Department of Corrections and to discuss ways that the MBLC can continue to support prison libraries across the state.

On November 29, Maura presented a webinar titled Revising Display and Programming Policies. The program looked at the intersection of display and programming policies and community feedback channels, with suggestions for revising policies and responding to feedback. Maura presented ideas for policy revision and responding to patron comments. The event also featured discussion time for the 39 attendees.

The Communications team met with the statewide Public Relations Advisory Committee to review the FY2025 Legislative Agenda and get feedback on content and design. The final version should be ready along with affiliate sheets by mid-December.

The PR meeting also included gathering input for the new 2024-2027 Statewide Strategic Communications and Public Awareness Plan which the team is currently in the process of writing. The new plan continues to use the recommendations that came from our Equity in Library Marketing sessions with Dr. Sonya Greer (Professor of Marketing in the Kogod School of Business at American University) serving as a guide. The new plan will be used as part of the state-required process that happens every three years to select a marketing vendor that will work with the communications team to carry out the plan.

The team is also in the process of reviewing summer reading data and comments from MLS and from the MBLC’s ARIS report. Collecting most of the summer data through ARIS is new this year. Overall, more libraries are participating in the statewide summer library program. Young adults/teens continue to be the lowest participation group.

The team also worked with Chair Conrad to create this year’s holiday greeting which will be emailed on MBLC listservs later in the month.

**Staff news:**

Susan Faiella, our new Accountant, started with us on November 2. She most recently worked at the Archdiocese of Boston, and with the Weymouth Public School system prior to that, as well as with the Commonwealth at the Office of the Trial Court. She has a bachelor’s degree in accounting and finance from the University of Massachusetts, Boston.

Jaccavrie McNeely joined us as our new Electronic Services Specialist on November 29. Jaccavrie was until recently the Digital Services Librarian at the Watertown Public Library and previously worked for a public library and a bookstore in Texas. She has a bachelor’s degree in new media and communications from the Middle Georgia State University and an MLIS from Valdosta State University.

Heather Backman will be joining us as our new library building specialist on January 8, 2024. Heather worked extensively on the Hopkinton Public Library's renovation and expansion as de facto assistant director and then director. She then tackled the punch list and post-occupancy of the Tufts Library in Weymouth, where she is currently the assistant director. Heather has bachelor’s and master’s degrees in English from Stanford University and an MS in Information from the University of Michigan School of Information.

And finally, Cate Merlin will be joining the MBLC as our new Head of State Programs on January 2, 2024. Cate currently serves as the Director of the Peabody Institute Library in Peabody. She has held several positions at the Peabody Institute since 2014, including Senior Teen Librarian, Senior Public Services Librarian, Assistant Library Director, and Interim Library Director. Cate previously held positions in teen/young adult services at the Attleboro Public Library and the Marlborough Public Library. She serves on the MLA Intellectual Freedom Committee and was presented as part of our recent Crisis Communications trainings. She holds both a master's degree in library & information science and a master's in children's literature from Simmons University, and a bachelor’s in history from Lesley University.

**Legislative Report**

Rob Favini, Government Liaison presented the following report:

Before I begin my first Legislative Report, I must acknowledge the shoulders that I find myself standing on today. Following Mary Rose Quinn will not be an easy task. She has set a mighty high bar as the agency’s Government Liaison. I will strive to match her knowledge and dedication to the role that she defined and advanced to the benefit of libraries across the Commonwealth.

**Book Related Legislation**

Status of Freedom to Read Bills: [S2447](https://malegislature.gov/Bills/193/S2447) Sen. Oliveira; [SD2673](https://malegislature.gov/Bills/193/SD2673) Sen. Cyr; [H4005](https://malegislature.gov/Bills/193/H4005) Rep. Hawkins; [HD4443](https://malegislature.gov/Bills/193/HD4443) Rep. Saunders and the eBook Bill: [H3239](https://malegislature.gov/Bills/193/H3239) Rep. Balser

With the Legislature operating in informal sessions none of the book related bills have moved forward in the legislative process. However, a great deal of work continues to provide feedback to legislators regarding the many bills. The MBLC has been working with Massachusetts Library Association’s (MLA) Legislative and Intellectual Freedom committees to engage legislators and key stakeholders to make sure that the bills address and reflect the needs of libraries in Massachusetts.

Specific activities in November included:

* Mary Rose Quinn provided markup language to Representative Hawkins’ Bill H4005 to better reflect the Massachusetts library landscape and to better align with similar bills before the legislature.
* MLA is planning a series of three briefings to legislators regarding the book related bills. The first briefing will address the eBook bill and will take place at the State House on **January 23, 2024, from 1-3pm in Room 428**.
* Representatives from MLA and the MBLC met with [Every Library’s](https://www.everylibrary.org/) Executive Director John Chrastka on November 27th to discuss the pending Massachusetts bills and how to align them with efforts in other states. One suggestion that came out of the meeting was to rely on established equal employment and civil rights statutes for the protection of library staff rather than codifying measures in the current bills before the legislature.
* On November 30th Mary Rose Quinn and I met with Alex Nally, Legislative Director and Deputy General Counsel for Senator Cyr to update him on the status of the book banning bills. We discussed:
* possible language changes from John Chrastka
* efforts to harmonize Senator Oliveria’s bill with a companion bill that Representative Moran will be filing; That bill will consolidate the Hawkins and Saunders bills.
* The shifting the focus of Sen. Cye’s bill to only address school libraries. The thought being that since the bill is in Education it will get more attention by focusing only on school libraries; and the bills in Tourism are lining up nicely ensuring that public libraries will be covered and there will be less confusion.

**Legislative Agenda Update**

MBLC Legislative Agenda is in the final development stages. Final revisions were made with the help of the PR committee and the content is being spun into the always effective and appealing collateral and web site.

**Library Legislative Events**

As we move into the New Year libraries and associated advocacy groups across the Commonwealth will be scheduling library legislative events. Events are in the planning stages. As always Commissioners are encouraged to attend library legislative events, and ideally be available to speak at events.

To date the following events have been scheduled or are in the planning stages:

* Thursday, January18, 2024: Greenfield Public Library, 8:30am.
* Friday, January 26, 2024: David and Joyce Milne Public Library, Williamstown, 8:00am.
* Friday, February 16, 2024: Agawam Public Library, Agawam, 8:30am.
* Friday, February 23, 2024: Springfield Brightwood Branch, 8:30am
* Friday, March 1, 2024: Westport Free Public Library (SAILS), time TBD
* Date/time TBD: Worcester Public Library, Central Mass Library Advocates, Bancroft Library (Hopedale), Beverly Middle School (Beverley)

**Consideration of approval of municipalities meeting the requirements for the FY2024 State Aid to Public Libraries based on eligibility established in FY2024 for the Municipal Appropriation Requirement and in FY2023 for the minimum standards**

Jen Inglis, State Aid Specialist, presented for certification 147 municipalities meeting the requirements for the FY2024 State Aid to Public Libraries program.

Ms. Inglis reminded the Commissioners that these awards are half payments. The remainder is paid at the end of the grant cycle. The total first half payments for the first group of municipalities is $4,175,239.02.

Commissioner Linehan moved and Commissioner Cluggish seconded that the Massachusetts Board of Library Commissioners certifies that the communities on the attached list have met minimum standards of free public library service and awards each a FY2024 Library Incentive Grant (LIG), a FY2024 Municipal Equalization Grant (MEG)and a FY2024 Nonresident Circulation (NRC) offset in the indicated amounts, totaling $ 4,175,239.02, and authorizes any additional FY2024 State Aid to Public Libraries disbursements that may be possible toward the end of the grant cycle.

**Consideration of appointment and reappointments to the statewide pr committee**

Celeste Bruno, Communications Director presented the Board with the appointment and reappointments to the Statewide PR Committee.

Jeanette Lundgren, Executive Director at CW MARS is cycling off the Public Relations Advisory Committee after being a valued member for four years. Sierra Chastain-Rittue is currently the Web Support Specialist at CW MARS where among her responsibilities, she heads up the CW MARS Public Relations Task Force. Along with her insight into website and social media promotion, her appointment will help maintain both the automated network presence and western Massachusetts representation on the committee. She would be appointed to finish the remainder of Jeanette Lundgren’s term, which ends in June 2024, and then be eligible for reappointment to a two-year term.   
  
Current Public Relations Advisory Committee members who would like to be reappointed are:

* Jennifer Del Cegno: Member Service Assistant, Minuteman Library Network
* Ellen MJ Keane: Head of Access and Technical Services, University of Massachusetts Lowell Libraries
* Laurie Lessner: Executive Director, SAILS Library Network
* Patrick Marshall: Director, Wareham Free Library
* Tressa Santillo: Electronic Resources Coordinator, Massachusetts Library System
* Jocelyn Tavares: Director, Swansea Public Library

Commissioner Cluggish will be added as a member emeritus.

Commissioner Traub moved and Commissioner Linehan seconded that the Massachusetts Board of Library Commissioners appoints Sierra Chastain-Rittue to serve on the Statewide Public Relations Advisory Committee for a term ending in June 6, 2024 and reappoints the following members to two year terms ending in June, 2025:

* Jennifer Del Cegno
* Ellen MJ Keane
* Laurie Lessner
* Patrick Marshall
* Tressa Santillo
* Jocelyn Tavares
* Commissioner Cluggish- Member Emeritus

**Report from Massachusetts Library System**

Scott Kehoe presented the following report to the Board.

**Strategic Initiative 1**

**MLS ensures its services are sustainable, prioritize member needs, and equitably serve all member types.**

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| Goal | Actions | Measurement of Success | **Monthly work towards goal** |
| MLS ensures service value to all member types. | MLS will create new avenues for active member engagement, including task forces, class leaders, and project engagements. | *MLS will report to member libraries on an annual basis the number of active member engagements.* | Changes made by the new School Library Membership Policy are being implemented.  Sarah Sogigian and Rob Favini (MBLC) launched their 2023 Road Trip program  Two Masscat public library members (Huntington and Becket) have signed contracts to join C/WMARS, with support from MLS. |
| MLS will continue to strengthen its partnerships and collaborations to allow MLS to focus on what it does uniquely well. | Utilizing the newly created partnership policy and process, MLS will explore possible partnership work with the Library for the Commonwealth and other organizations. | *MLS will report to member libraries on an annual basis the value of their partnerships.* | We launched the five-part webinar series with ALA on intellectual freedom topics. Three webinars occurred in February with 176 participants at the live events and 94 views of the recordings. Two additional webinars will occur in March. Recordings of the webinars will be available for 18 months.  We continued working with MBLC and other organizations to host a webinar series on mental health supports and libraries. One webinar occurred in February and two will occur in March.  Staff from MLS, MBLC, public libraries, and other New England state libraries began the *Touchpoints for Libraries* train- the-trainer program to teach the Touchpoints program to Massachusetts library staff. The training will continue in March.  We continued working with other New England states on this year’s Summer Summit, to help libraries prepare for the youth and adult summer library program. The event is scheduled for March 31. |
| New services will be designed to deliver the greatest statewide impact, able to expand and contract due to available funding and need. | MLS will evaluate current, new, and proposed services using a new internal service review process. | *MLS will ensure that services are able to expand and contract due to available funding, need, and capacity.* |  |

# **Strategic Initiative 2**

**MLS empowers leaders to emerge at every level of library service, connecting staff throughout the stages of their careers.**

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| Goal | Actions | Measurement of Success | **Monthly work towards goal** |
| MLS promotes excellence and continuity by providing professional development, conversation, and community around leadership. | Together with our partners, MLS will lead the planning of learning opportunities on leadership and management topics and ensure networking options in our engagements. | *MLS will report to member libraries on an annual basis the leadership and management learning opportunities hosted and the reflection from participants.* | We scheduled a series of four workshops with the Employers Association of the NorthEast on HR topics relevant for libraries (employment Law, interviewing, performance management, and documentation skills). They will take place March through May.  We are working with EANE to schedule four community chats on HR related topics. |
| Leadership, professional development, and networking opportunities will have flexible offerings in order to include participants from various library types, library sizes, and resources. | MLS will explore the creation of grants and/or scholarship opportunities to support member library staff in their professional development work. | *MLS will report to member libraries on an annual basis the number of opportunities available, awarded, and the reflection from participants.* | We launched the Language Learning Grant program and approved 20 applications in February. |

# **Strategic Initiative 3**

**MLS will take the lead in facilitating important conversations, and support member-facing initiatives focused on DEI: diversity, equity, inclusion, accessibility and social justice.**

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| Goal | Actions | Measurement of Success | **Monthly work towards goal** |
| MLS will integrate the core values of diversity, equity, inclusion, accessibility and social justice into its policies, practices, procedures, and programs. | Utilizing learnings from our work last year, MLS will continue its review of documents, resources and practices to ensure they align with core values.  In partnership with trusted experts, MLS will begin an accessibility audit of MLS services. | *MLS will demonstrate both increased resource allocation as well as substantive, visible progress in representation throughout MLS services.* |  |
| Following the lead of trusted experts, MLS will build awareness in using the DEI tenets with member library staff to identify and eliminate barriers to inclusive library services. | Utilizing established services, MLS will showcase member libraries that are using the core values of DEI within their communities. | *MLS will report to member libraries on an annual basis the DEI learning opportunities hosted and the reflection from participants.* |  |

**Report from Library for the Commonwealth**

Angela Veizaga, Director of Strategic Partnerships gave the following report:

**Newly Digitized Collections**

The Arts Department recently digitized over 200 works of stained glass and working drawings from the Charles J. Connick Studio. Using traditional medieval techniques, the studio made some of the most renowned stained-glass works in the country, until the studio closed in 1985. The collection can be accessed by using the link [here.](https://www.digitalcommonwealth.org/search?f%5Bcollection_name_ssim%5D%5B%5D=Charles%2BJ.%2BConnick%2BStudio%2BRecords&f%5Binstitution_name_ssi%5D%5B%5D=Boston%2BPublic%2BLibrary&f%5Brelated_item_series_ssi%5D%5B%5D=Stained%2BGlass%2Band%2BStained%2BGlass%2BStudies&only_path=true)

**Requesting items from Special Collections & the Leventhal Map Center**

Patrons can request items from Special Collections or the Leventhal Map Center of Education by going to [www.readingroom.bpl.org.](http://www.readingroom.bpl.org/) If patrons need materials in the Arts, Archives, Rare Books & Manuscripts, or Map Center, patrons must have a separate reading room account from their BPL library account. With this new account, patrons can:

* Schedule appointments to use the reading room
* Request material to see in the reading room
* Track what you've already seen and what items you might want to see in the future
* Ask for scans of materials

**Browse Borrow Board Update (data from 11/29)**

* Since the start of the program there have been a total of 4,145 QR scans and a total of 3,829 unique scans.
* The busiest time to download is the mornings, 6 a.m. - 1 p.m. and the busiest day is Fridays.
* 1371 patrons have created accounts since launch.
* There has been a total of 468 checkouts, 295 are eBooks and 173 are audiobooks.
* At the end of this report, you will find a list of all items checked out.

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| Month | New Registrations |
| May 2023 | 380 |
| June 2023 | 61 |
| July 2023 | 367 |
| August 2023 | 203 |
| September 2023 | 136 |
| October 2023 | 128 |
| November 2023 | 96 |
| TOTAL | 1371 |

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| Month | Total Checkouts | eBook Checkouts | Audiobook Checkouts |
| May 2023 | 114 | 76 | 38 |
| June 2023 | 31 | 22 | 9 |
| July 2023 | 131 | 87 | 44 |
| August 2023 | 87 | 50 | 37 |
| September 2023 | 40 | 21 | 19 |
| October 2023 | 42 | 25 | 17 |
| November 2023 | 23 | 14 | 9 |
| TOTAL | 468 | 295 | 173 |

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| Top 10 Frequently Checked out Items | Number of Checkouts |
| La Ladrona de libros by Markus Zusak | 8 |
| Before the Coffee Gets Cold by Toshikazu Kawaguchi | 7 |
| I’m Glad My Mom Died by Jennette McCurdy | 7 |
| Spare by Prince Harry the Duke of Sussex | 7 |
| Ring Shout by Djeli P. Clark | 7 |
| El amor en los tiempos del colera by Gabriel Garcia Marquez | 6 |
| Night of the Living Rez by Morgan Talty | 6 |
| Los Juegos Del Hambre by Suzanne Collins | 5 |
| My Sister, The Serial Killer by Oyinkan Braithwaite | 5 |
| Diary of a Wimpy Kid by Jeff Kinney | 5 |

**National Digital Newspaper Program Update**

* BPL has completed the first round of our National Digital Newspaper Program (NDNP) grant from NEH and the Library of Congress. In total, 116,976 pages have been submitted for inclusion in Chronicling America. Not all of the content is available online yet, since LC’s review and ingest process takes some time to complete after the files are received. It is expected that all materials will be online by early 2024.
* BPL received a second round of funding for the NDNP program to cover activities from September 2023 to August 2025. The parameters of this round are much the same as the first: to contribute 100,000 pages from significant “papers of record” with a broad geographic and temporal coverage. We have convened an advisory committee with participants from several other public libraries to inform the selection process, which is currently underway and expected to be completed in March 2024. Microfilm duplication and digitization work will likely begin in May 2024.
* An RFP for work to process titles digitized through BPL’s partnership with MyHeritage was posted in October and we are in the process of reviewing submitted proposals. This RFP will cover a three-year project starting in 2024 with the goal of converting 2 million pages currently existing as JPEG2000 files to batches conforming to the Library of Congress NDNP technical specifications, including all derivatives and OCR text. This project will be funded via Library for the Commonwealth.
* Ingest of materials digitized via our 2021 NDNP award as well as FY23 Library for Commonwealth funding is ongoing, we have recently added additional server infrastructure to increase our ingest capacity. Currently there are over 45,000 issues from more than 50 titles spanning 1770 to 1960 available on Digital Commonwealth, with more being added weekly. Some recently added titles include the Massachusetts Spy (an important pre-Revolutionary title), the Guardian (a prominent African-American paper published in Boston in the mid-1900s), and a large run of the daily Lawrence Evening Tribune spanning 1890 to 1929.

**Digital Commonwealth Update**

**Hosted**

* Boston Public Library - [Charles J. Connick Studio Records](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.digitalcommonwealth.org%2Fcollections%2Fcommonwealth%3A8623j276t&data=05%7C01%7Caveizaga%40bpl.org%7C8c751e629a9947a6939808dbf2a745c1%7Cfa735c71d7954c01b0ae09fa7415b2b1%7C0%7C0%7C638370572490750820%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=SvlZfmnN2nWWqbXbK82y8qsN0Bgr58RaLX3yEy0r3yw%3D&reserved=0) (254 items; images of stained glass and stained glass studies )
* Boston Public Library - [The Daily Spy](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.digitalcommonwealth.org%2Fcollections%2Fcommonwealth%3A7h14ff43n&data=05%7C01%7Caveizaga%40bpl.org%7C8c751e629a9947a6939808dbf2a745c1%7Cfa735c71d7954c01b0ae09fa7415b2b1%7C0%7C0%7C638370572490750820%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=IV2Di0YsHZCMi2eQHGtczNrZUS54xd9bjq5CzOuYho4%3D&reserved=0) (141 items; issues of the Worcester daily newspaper from 1845-1850)
* Boston Public Library - [The Massachusetts Spy](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.digitalcommonwealth.org%2Fcollections%2Fcommonwealth%3Az890wj37w&data=05%7C01%7Caveizaga%40bpl.org%7C8c751e629a9947a6939808dbf2a745c1%7Cfa735c71d7954c01b0ae09fa7415b2b1%7C0%7C0%7C638370572490750820%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=kEUqO%2FdOk7U96f%2FOA7EPAzDEvdk8hZuV3Mb%2BBZu5UL4%3D&reserved=0) (62 items, issues of the weekly Worcester newspaper from 1820-1832)
* Boston Public Library - [Massachusetts Spy and Worcester Advertiser](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.digitalcommonwealth.org%2Fcollections%2Fcommonwealth%3Azc77xk16g&data=05%7C01%7Caveizaga%40bpl.org%7C8c751e629a9947a6939808dbf2a745c1%7Cfa735c71d7954c01b0ae09fa7415b2b1%7C0%7C0%7C638370572490750820%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=DC7KgeN71m%2FreUg3J94hhZwyzMXvQzlT3Lw%2B6oL30oE%3D&reserved=0) (94 items; issues of the weekly newspaper from 1823-1825)
* Boston Public Library - [The Massachusetts Spy, and Worcester County Advertiser](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.digitalcommonwealth.org%2Fcollections%2Fcommonwealth%3Awm11cf93z&data=05%7C01%7Caveizaga%40bpl.org%7C8c751e629a9947a6939808dbf2a745c1%7Cfa735c71d7954c01b0ae09fa7415b2b1%7C0%7C0%7C638370572490750820%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=GINeOgN100K9F3YXtgmrFHUPrvZqjJHT3ATBrsVO%2FaU%3D&reserved=0) (327 items; issues of the weekly newspaper from 1825-1831)
* Boston Public Library - [Peabody & Stearns Architectural Records](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.digitalcommonwealth.org%2Fcollections%2Fcommonwealth%3Agx41rd49m&data=05%7C01%7Caveizaga%40bpl.org%7C8c751e629a9947a6939808dbf2a745c1%7Cfa735c71d7954c01b0ae09fa7415b2b1%7C0%7C0%7C638370572490907019%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=4s%2BdCYL7S3vY5PnUNSBIoQR3JqBtXWO0qGb0R3JRgZY%3D&reserved=0) (97 items; architectural drawings of the Union Depot train station in Duluth, Minnesota)
* Chelsea Historical Commission - [Arnold Jarmak Collection](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.digitalcommonwealth.org%2Fcollections%2Fcommonwealth%3Agb19k018w&data=05%7C01%7Caveizaga%40bpl.org%7C8c751e629a9947a6939808dbf2a745c1%7Cfa735c71d7954c01b0ae09fa7415b2b1%7C0%7C0%7C638370572490907019%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=lEl8my5DbvtJ8p9ad7uEKk4y8%2FyIt8F7%2Br%2BD4SAaNwk%3D&reserved=0) (2,396 items; historical photographs of Chelsea, MA from 1974 to 1990)
* Lawrence Public Library - [The Evening Tribune](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.digitalcommonwealth.org%2Fcollections%2Fcommonwealth%3A8p58sm416&data=05%7C01%7Caveizaga%40bpl.org%7C8c751e629a9947a6939808dbf2a745c1%7Cfa735c71d7954c01b0ae09fa7415b2b1%7C0%7C0%7C638370572490907019%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=%2FEWvloVPALEV%2BmZNI4UVJk%2FWUf3dsKywtBR9lMKEeTU%3D&reserved=0) (2,525 items; issues of the daily newspaper from 1921-1929)

**Harvested**

* Boston Athenaeum - [Daguerreotypes](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.digitalcommonwealth.org%2Fcollections%2Fcommonwealth-oai%3Arj434193k&data=05%7C01%7Caveizaga%40bpl.org%7C8c751e629a9947a6939808dbf2a745c1%7Cfa735c71d7954c01b0ae09fa7415b2b1%7C0%7C0%7C638370572490907019%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=ZNKhNHncBXngRaZGktnJFdrNglVCveDp2IN9QxiHiYc%3D&reserved=0) (300 records; portraiture of prominent New England families from 1840-1864)
* [Digital Transgender Archive](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.digitalcommonwealth.org%2Finstitutions%2Fcommonwealth%3A2z10xc20h&data=05%7C01%7Caveizaga%40bpl.org%7C8c751e629a9947a6939808dbf2a745c1%7Cfa735c71d7954c01b0ae09fa7415b2b1%7C0%7C0%7C638370572490907019%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=hz5S3p%2BdOnPFx9X5YNsl7yadW0%2BYUDLU8r9HwpSzATU%3D&reserved=0) - 18 new collections; 3,567 new records

**Stats**

Item views: 162,853

Total item-level records: 1,131,427

Total hosted items: 500,753

**PUBLIC COMMENT**

**OLD BUSINESS**

There was no old business.

**MBLC Years of Service Pins**

1. Andrea Bono-Bunker, 5 years
2. Maura Deedy, 5 years
3. Rob Favini, 5 years

**ADJOURNMENT**

The meeting adjourned at 11:55 A.M.



Karen Traub

Secretary