MINUTES OF THE BOARD OF LIBRARY COMMISSIONERS

Date : April 3, 2014

Time : 10:00 A.M.

Place : Millis Public Library

 Millis, Massachusetts

Present : Francis R. Murphy, Chairman; Mary Rose Quinn, Vice Chairman; Gregory J. Shesko, Secretary; Carol B. Caro; George T. Comeau; Mary Ann Cluggish; Mary Kronholm; Janeen Resnick; Alice M. Welch

Absent : None

**Staff Present:**

Dianne Carty, Acting Director; Liz Babbitt, State Aid Specialist; Celeste Bruno, Communications Specialist; Erin Williams Hart, Trustee/Friends Information Specialist; Paul Kissman, Library Information Systems Specialist; William Morton, Assistant to the Director; Cynthia Roach, Head of Library Advisory and Development/Government Liaison

**Observers Present:**

Roger Bacchieri, Trustee, Wareham Free Library; Michael Flaherty, Wareham School Committee; Johnna Frederickson, Trustee, Wareham Free Library ; Bethany Gay, Trustee, Wareham Free Library; Denise Medeiros, Director, Wareham Free Library; Tricia Perry, Director, Millis Public Library; Gregory Pronevitz, Executive Director, Massachusetts Library System; Geoff Swett, Wareham School Committee; William White, Trustee, Wareham Free Library

**Call to Order**

Chairman Murphy called the meeting to order at 10:00 A.M. and welcomed the attendees. He recognized Millis Library Director Tricia Perry who welcomed the Board to Millis and the library. Ms Perry thanked the Commissioners for the $2,929,047 grant under the Massachusetts Public Library Construction Program for the new library. She relayed that the project took twelve years to come to fruition. She invited the Commissioners to tour the library following their meeting.

**Approval of Minutes – March 6, 2014**

The following corrections were noted:

On page 6, line 22, insert “Five Commissioners voted yes. Three Commissioners voted no.”

On page 9, line 22, strike “Conservation” and replace with “Conversation”.

On page 11, lines 8 through 12, delete the remainder of the paragraph after the first sentence.

Commissioner Comeau moved and Commissioner Caro seconded that the Massachusetts Board of Library Commissioners approve the minutes for the monthly business meeting of February 6, 2014, as corrected.

**The Board voted approval.**

**CHAIRMAN’S REPORT**

Chairman Murphy stated his pleasure in holding today's meeting at Millis and mentioned that many Commissioners including him attended the groundbreaking in December 2011. He commented that the new building, both inside and outside, more than lives up to expectations. He extended his congratulations to Millis.

Chairman Murphy noted that the Legislative Agenda circulated widely during the Legislative Breakfasts across the state and was highlighted at MSLA/MLA Library Legislative Day at the State House on March 31, 2014. He relayed that, since the overall revenue situation continues to be much better than recent years, hope is rising that MBLC account lines may see increases.

Chairman Murphy reported that he attended the Charlton Legislative Breakfast on March 7, 2014 and the MLS member forum on Continuing Education at the MITRE Corporation in Bedford on March 28, 2014.

He stated that he is continuing with work to define and plan for the hiring of a Deputy Director.

**ACTING DIRECTOR’S REPORT**

Acting Director Carty stated that, on March 17, 2014, she attended the executive board meeting of MLS in Whately and was present for the discussion of the future of the facility. She noted that MLS Executive Director Gregory Pronevitz will update the Commissioners in his report. Following the meeting, she attended the retirement party for MLS Advisor Mary King.

On March 31, 2014 she attended MLA Legislative Day and spoke during the briefing. She noted the incredible turnout of librarians and legislators and stated that highlights were the powerful and inspiring speeches given by Representatives Byron Rushing and Kate Hogan.

On April 1, 2014 she attended a meeting of the statewide library card group.

On April 2, 2014 she attended the Legislative Breakfast at Boston Public Library.

Acting Director Carty provided the following construction program update:

**West Tisbury.** Commissioner Cluggish, Rosemary Waltos, Lauren Stara and Callan Bittrich attended dedication of the newly expanded and renovated West Tisbury Free Library on Saturday, March 22. A few days later, Library Director Beth Kramer reported that 1,000 people visited the library Saturday and another 500 people visited on Sunday.

**Reading.** Reading voters, at their April 1, 2014 town meeting, approved additional funds for its project which will break ground later this month.

**Sandwich.** The Sandwich Public Library project was number two on the 2010-11 construction grant round waiting list. In March 2014, the town of Sandwich informed the MBLC that it cannot accept its $6.7 million provisional grant approved by the MBLC. The Sandwich Board of Selectmen withdrew its support for siting the new library on a 55 acre parcel of land that was to be divided between two new municipal buildings and commercial development. Instead, the Board voted to make the entire parcel available for sale for commercial development purposes.

**Hopkinton.** The Town of Hopkinton’s public library project, which was number four on the waiting list, has moved up to three behind Webster and Woburn. The Hopkinton Public Library will be going to spring town meeting for approval to seek a debt exclusion to fund its $10.5 million library addition/renovation project. Approval will allow the town to accept a $4.5M MPLCP construction grant award to expand and renovate its public library.

**Planning and Design Grant Round.** During the month of March 2014, fifteen independent grant reviewers completed reading and evaluating the 28 planning and design grants submitted in January 2014. Funding recommendations may be submitted to the Board in the near future.

Acting Director Carty reported that Beth Fredericks from the Boston Children’s Museum and MBLC staff member Shelley Quezada will be presenting a program in May for the Massachusetts Department of Education’s Early Education and Care Statewide conference entitled, “STEM Sprouts in Preschool: How Museums and Libraries Support Early STEM Education.”

Acting Director Carty announced that State Aid Specialist Liz Babbitt and she have begun laying the groundwork for a review of the State Aid to Public Libraries program to begin in the fall

Acting Director Carty welcomed Erin Williams Hart to staff as the new MBLC Trustee/Friends Information Specialist.

**LEGISLATIVE REPORT**

Cynthia Roach, Head of Library Advisory and Development and Government Liaison, relayed that 230 people attended MSLA/MLA Library Legislative Day at the State House on March 31, 2014. She noted that 46 legislators signed in for the event.

Ms. Roach informed the Commissioners that H2835, An Act to Establish a Municipal Record Preservation Commission, which the Board has endorsed, has been voted favorably out of the Joint Committee on State Administration and Regulatory Oversight.

She announced that the Massachusetts Library Association will honor State Senator Stephen Brewer at its upcoming conference with a Lifetime Honorary Membership in the Association for his career support of libraries.

Ms. Roach reported that on April 1, 2014, House Budget Committee chair Paul Ryan released his budget proposal for the fiscal year 2015. She noted that the Ryan budget eliminates the Institute of Museum and Library Services (IMLS) entirely, cutting millions in grants to libraries around the country. Ms. Roach relayed that letters of support for LSTA and IAL are circulating in Congress and Massachusetts legislators have signed on.

Commissioner Caro requested further information on which Massachusetts legislators have signed on to the letters of support.

**MARKETING PLAN UPDATE**

Celeste Bruno, Communications Specialist, discussed several ongoing projects during her presentation. She stated that SnapMass, which is part of the ALA Snapshot Day initiative, is currently underway in nearly 200 libraries across the state. Ms. Bruno anticipates thousands of patron photos and comments that can be used to raise awareness about all the different activities going on in libraries. The use of social media is an important part of this year’s SnapMass. On all promotional materials, #snapmass14 was included as a way to encourage participation from patrons who are using the libraries’ online services.

Ms. Bruno continued her presentation with an update on the promotion of the new virtual catalog, now called the Commonwealth Catalog. The statewide Public Relations Advisory Committee met with Paul Kissman and members of the virtual catalog team. Buyer Advertising conducted an information gathering session with the group to determine messaging, contents and the general look of the new catalog page. Ms. Bruno relayed that PR Committee members wanted the MBLC more visible and stressed that the new “look” should emphasize the MBLC and not be solely a credit line at the bottom of the page.

Ms. Bruno then discussed promotion for the statewide eBook Project. She gave Commissioners a new handout that had been developed with information from Douglas County Libraries. It is a Bestseller eBook Price Comparison Chart which shows that libraries pay 60-1,000% more than consumers for the same eBook. She also gave Commissioners a brochure that was developed by the Massachusetts Library System-led eBook Promotion Task Force to be used with patrons of eBook pilot libraries. Ms. Bruno mentioned that the MLS Task Force and the statewide Public Relations Advisory Committee were scheduled for a joint meeting on May 5, 2014. The groups will work together to assess and improve existing materials and develop any additional materials that may be needed to promote that libraries offer access to eBooks.

Ms. Bruno ended her report by mentioning several projects that will need to begin early summer: a new three year communications plan, a RFP for this plan, and the annual report.

**CONSIDERATION OF AN APPEAL FROM THE MUNICIPALITY OF WAREHAM WHICH WAS DENIED A WAIVER OF THE FY2014 MUNICIPAL APPROPRIATION REQUIREMENT IN THE FY2014 STATE AID TO PUBLIC LIBRARIES PROGRAM**

Wareham Free Library Trustees, Library Director Denise Medeiros, and several members of the Wareham School Committee addressed the Board and spoke of the possibility of a Board of Selectman-backed town override. With a proposed library budget for FY2015 of $125,000 (the FY2014 budget is $325,637), the override is needed to keep the library operational. Commissioners raised concern that the proposed override is a general one and does not specifically target the needs of the library.

After lengthy testimony from Wareham officials, Commissioners debated the question.

Chairman Murphy noted that the letters of support, emails, and the frustration library supporters feel should be directed at Wareham’s local officials because whether a library is certified or not is a direct result of local actions. He said, “Here at the Board, we all want the Wareham Free Library to exist and to provide great service and improve over time. Our question is this: what will help Wareham get out of this difficulty?”

Commissioner Comeau agreed stating “Everything you said we feel, and we commend the job your Director, Trustees and Friends have been doing, but you've had six consecutive waivers. Either your town supports the library or it doesn't. It is the responsibility of the government of Wareham to fund its library. For the library to have a place at the table, the most powerful tool the Board can give you is decertification.”

Commissioners encouraged Wareham to work with local officials and community members. “We do care,” said Commissioner Caro. “Our State Aid staff is here to support you, but we hope the library uses this time to get the vote out because this is serious.”

Commissioners first raised concerns about funding to the Wareham Free Library at the January board meeting. In reviewing MAR waivers, Commissioners consider several factors including how the library's budget was reduced in comparison to the municipal budget. Libraries that sustain disproportionate reductions of greater than 10% are required to appear before the Board to outline future plans for the library.

In January 2014, Commissioners noted that although Wareham Free Library's disproportionate reduction was only 6.89%, the library's budget had, in fact, sustained a 24.77% cut for FY2014. They also noted that over the past several years, the cumulative reduction to the library has resulted in present funding that is more than 50% below the MAR and nearly half of the 2007 municipal funding high of $699,109. Since FY2008, Wareham has needed a MAR waiver each year to participate in the State Aid to Public Libraries Program.

Following further discussion:

Commissioner Caro moved and Commissioner Quinn seconded, that the Massachusetts Board of Library Commissioners rescind the action of 3/6/014 denying Wareham a waiver of the Municipal Appropriation Requirement.

**Five Commissioners voted yes. Three Commissioners voted no. The Board voted approval.**

**Chairman Murphy called for a brief recess at 11:50 a.m.**

**Chairman Murphy reconvened the meeting at 12:01 p.m.**

Following the recess:

Commissioner Shesko moved and Commissioner Caro seconded that the Massachusetts Board of Library Commissioners grant a waiver “with reservation and with stipulations” of the FY2014 Municipal Appropriation Requirement and certify that the municipality of Wareham has met minimum standards of free public library service; the Board award a FY2014 Library Incentive Grant, a FY2014 Municipal Equalization Grant and a FY2014 Nonresident Circulation offset in the indicated amounts, totaling $9,512.67; and also authorize any additional FY2014 State Aid to Public Libraries disbursements that may be possible toward the end of the grant cycle. The Board reserves the right not to grant a waiver of the 2015 Municipal Appropriation Requirement if the town’s appropriation to the library is not restored to the FY2013 level of $432,835, or the hours of operation do not meet the minimum standard of 50 hours per week or the materials expenditure does not meet the minimum standard of 15% during FY2015. Upon submission of the complete FY2015 State Aid to Public Libraries application (due date is October 10, 2014), the Board will review the application at their November 2014 meeting to determine compliance and vote at their December Board meeting.

**Five Commissioners voted yes. Three Commissioners voted no. The Board voted approval.**

**CONSIDERATION OF REAPPOINTMENTS TO THE PERKIN'S BRAILLE AND TALKING BOOK LIBRARY CONSUMER ADVISORY BOARD (CAB)**

Cynthia Roach reported that the bylaws of the Perkin’s Consumer Advisory Board (CAB) state that terms are for three years. A board member can serve for up to three consecutive terms, except for members from the Library’s administrative agencies and a member from the Legislature, who are not limited to a number of terms. The administrative agencies are Perkins School for the Blind and the Massachusetts Board of Library Commissioners.

Ms. Roach relayed that there are two members whose terms are ending and wish to be re-appointed to the Perkins CAB. They are David Lynn and Paul Parravano.

Mr. Lynn represents the Massachusetts Chapter of the Blinded Veterans Association. He lives in Canton and is a student at the University of Massachusetts, Boston.

Paul Parravano is an at-large member. Mr. Parravano has been a part of the Office of the President at MIT since 1991 and serves as the co-director of the Office of Government and Community Relations. He serves as MIT's campus federal relations officer, accompanying MIT's President on regular visits to Washington and hosting campus visits by elected officials and other dignitaries. In Cambridge, Mr. Parravano works to strengthen MIT's involvement in science education for K-12 teachers and students through a growing list of partnerships, especially with the Cambridge Public Schools.

Commissioner Caro moved and Commissioner Cluggish seconded that the Massachusetts Board of Library Commissioners reappoint David Lynn of Canton as the Blinded Veterans Association, Massachusetts Chapter representative and Paul Parravano of Arlington as an at-large member to the Consumer Advisory Board for Perkins Library.

**The Board voted approval.**

**CONSIDERATION OF A PROCLAMATION FOR THE JACOB EDWARDS LIBRARY IN SOUTHBRIDGE ON THE OCCASION OF ITS 100TH ANNIVERSARY**

Chairman Murphy requested a proclamation for the Jacob Edwards Library in Southbridge on the occasion of its 100th anniversary.

Commissioner Comeau moved and Commissioner Quinn seconded that the Massachusetts Board of Library Commissioners issue a proclamation for the Jacobs Edward Library in Southbridge on the occasion of its 100th anniversary celebration on May 1, 2014.

**The Board voted approval.**

***PROCLAMATION***

***WHEREAS,*** the Jacob Edwards Library has promoted knowledge, information, culture and learning both in the printed word and other media for the benefit of the people of Southbridge and her surrounding communities since 1914; and

***WHEREAS***, when the Jacob Edwards Library was awarded a $1,137,836 Massachusetts Public Library Construction grant from the Massachusetts Board of Library Commissioners, the community of Southbridge rallied around a construction project that renovated and expanded the original library, enabling it to continue to be the heart of the community and meet the needs of future generations; and

***WHEREAS***, the Jacob Edwards Library provides free access to technology, including computers with Internet, Wifi, and eBooks, allowing all residents to participate in the digital revolution; and

***WHEREAS***, Southbridge resident’s use of library’s computers with Internet has increased more than 76% since 2003, demonstrating that far from replacing libraries, technology has made libraries more vital to democratic communities; and

***WHEREAS***, the Jacob Edwards Library strives to benefit all members of the community and to that end has received over $27,000 in federal grants from the Massachusetts Board of Library Commissioners to address local needs in preservation, language learning, and lifelong learning; and

***WHEREAS***, the Jacob Edwards Library stands as proud and vital today as it was at its founding a century ago thanks to its staff, trustees, volunteers and countless community supporters;

***THEREFORE BE IT RESOLVED*** that the Massachusetts Board of Library Commissioners recognizes the many achievements of these first hundred years of the Jacob Edwards Library ***AND BE IT FURTHER RESOLVED*** that the Massachusetts Board of Library Commissioners enthusiastically supports the Jacob Edwards Library as it journeys on with Southbridge residents into the next century of service.

**REPORT ON BOSTONBETTER, A PROJECT OF BOSTON'S MUSEUMS, LIBRARIES AND ARCHIVES COMMEMORATING THE ONE-YEAR ANNIVERSARY OF THE BOSTON MARATHON BOMBING**

 The report was deferred to the May 1, 2014 Board meeting.

**REPORT FROM THE MASSACHUSETTS LIBRARY SYSTEM**

Gregory Pronevitz, Executive Director, Massachusetts Library System reported on the following items:

**MA eBook Project**

* EBL (ProQuest) implementation has begun for a short-term loan model for lending academic oriented materials. A number of authentication issues have arisen and it is likely that only about half of pilot libraries will be able to access this by June.
* MLS is meeting with committees to develop recommendations on collection development, training and public relations, and sustainability.
* MLS would like to schedule a meeting with the Statewide Resource Sharing Committee as soon as possible after April 30, 2014 to provide an evaluation and make recommendations. MLS hopes to have a direction on the next steps by the first week of June 2014.

**Whately Facilitiy**

* The MLS Executive Board has voted to accept an offer to purchase from a local businessman and is negotiating the purchase and sale agreement. The offer has been accepted in writing.
* The offer includes an 18-month leaseback which provides sufficient time to find a suitable long-term rental location, preferably in the I-91 Corridor.
* Senator Rosenberg and Representatives Kulik, Hogan, and Atkins have been kept up to date on these developments.

**MLS ILL Center**

* Transition staffing is in place for new ILL Center at the MLS Marlborough facility which will include a Manager and 3.5 FTEs.
* MLS is working with the current centers, library networks, members, and vendors to ensure the smoothest transition. The transition began on March 31, 2014 and MLS expects to have all services provided by MLS by the end of June 2014.

**Call for Committee Participation**

* MLS has over 50 responses for a handful of open advisory committee slots.

**STANDING COMMITTEE AND LIAISON REPORTS**

Commissioners Caro and Quinn, co-chairs of the Director Search Committee, reported that the Committee met on Tuesday, March 4, 2014 to review applicants and identified three candidates for initial interviews by the Director Search Committee to be conducted on March 19, 2014. In advance of the interviews one candidate withdrew. The Committee interviewed the remaining two candidates on March 19, 2014 and decided not to put either candidate forward for Board consideration.

They relayed that the Committee now recommends that the Board take at least a six-month hiatus in the search process.

Following the report, the Commissioners felt that a special Board meeting should be held on April 15, 2014 to discuss the recommendation of the Committee and to plan for next steps in the search process.

**COMMISSIONER ACTIVITIES**

Reports on Commissioner Activities were deferred to the May 1, 2014 Board meeting.

**PUBLIC COMMENT**

There was no public comment.

**OLD BUSINESS**

There was no old business.

**ADJOURNMENT**

There being no further business, Chairman Murphy adjourned the April 3, 2014 monthly business meeting of the Board of Library Commissioners at 1:10 P.M.

Gregory J. Shesko

Secretary