



MINUTES OF THE BOARD OF LIBRARY COMMISSIONERS

Date : February 6, 2014

Time : 10:00 A.M.

Place : Board of Library Commissioners
Boston, Massachusetts

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

Absent : George T. Comeau; Francis R. Murphy

Staff Present:

Dianne Carty, Acting Director; Liz Babbitt, State Aid Specialist; Callan Bittrich, Web Coordinator; Barbara Glazerman, Head of Operations and Budget; Marlene Heroux, Reference Information Systems Specialist; Paul Kissman, Library Information Systems Specialist; William Morton, Assistant to the Director; Cynthia Roach, Head of Library Advisory and Development/Government Liaison; Deborah Roth, Contracts Specialist; Lauren Stara, Library Building Specialist; Gregor Trinkaus-Randall, Preservation Specialist; Rosemary Waltos, Library Building Specialist

Observers Present:

Roger Bacchieri, Wareham Free Library; Anna Fahey-Flynn, Collaborative Library Services Manager, Boston Public Library; Johnna Fredrickson, Trustee Chair, Wareham Free Library; Bethany Gay, Wareham Free Library; Denise Medeiros, Director, Wareham Free Library; Steve Spohn, Resource Sharing Director, Massachusetts Library System; Peter W. Teitelbaum, Chairman, Wareham Board of Selectmen; William White Wareham Free Library

Call to Order

Vice Chairman Quinn called the meeting to order at 10:08 A.M. and welcomed the attendees.



Approval of Minutes – January 9, 2014

The following corrections were noted:

On pages 2-9, change the date in the header from “01/09/13” to “01/09/14.”

On page 3, line 12, strike “MBLC” and replace with “ANF.”

On page 7, line 22, strike “the.”

Commissioner Caro moved and Commissioner Resnick seconded that the Massachusetts Board of Library Commissioners approve the minutes for the monthly business meeting of January 9, 2014, as corrected.

The Board voted approval.

VICE CHAIRMAN’S REPORT

Vice Chairman Quinn welcomed the attendees from Wareham and thanked them for meeting with the Board.

She reported that Chairman Murphy had attended a Legislative Breakfast the previous week and that she would be attending a breakfast at Lexington High School the following day. She encouraged Commissioners to sign up for breakfasts scheduled throughout February and March.

Vice Chairman Quinn informed the Commissioners that she attended the Massachusetts Municipal Association Conference on January 24, 2014, staffing the MBLC Booth along with several other Commissioners and Agency Staff. She relayed that the Legislative Agenda and other informational handouts related to the MBLC and library activities were extremely well received.

Vice Chairman Quinn reported that she, along with Commissioner Welch and staff members Rosemary Waltos, Lauren Stara, and Celeste Bruno attended the dedication ceremony for the Athol Public Library on January, 25. 2014. She relayed that Senator Stephen Brewer spoke with the Commissioners and Staff prior to the ceremony about his support for the MBLC budget lines and for the construction bond bill. During his remarks at the ceremony Senator Brewer conveyed to the audience his ongoing commitment to libraries and his conviction that FY2015 would be a great budget year. Representative Denise Andrews spoke about the importance of libraries as



community centers and that new and renovated libraries contribute to economic growth and the revitalization of communities. Vice Chairman Quinn relayed that Commissioner Welch did an excellent job of outlining the Legislative Agenda and detailing statewide library needs at the event. Vice Chairman Quinn noted that she would have an opportunity for a follow up conversation with Senator Brewer at the Legislative Breakfast in Charlton early in March.

Vice Chairman Quinn encouraged those Commissioners who were politically active to attend their local communities' political party caucuses in order to speak directly with candidates running for office about libraries and the Legislative Agenda.

ACTING DIRECTOR'S REPORT

Acting Director Carty reported that on January 24 and 25, 2014, the MBLC had a table at the annual Massachusetts Municipal Association Conference. She noted that MBLC staff members and Commissioners were able to connect with conference attendees and visitors to the MBLC booth.

Acting Director Carty stated the Governor's budget was released on January 22, 2014 and while MBLC accounts experienced an increase, it was not close to what the Board's Legislative Agenda sought.

Acting Director Carty informed the Commissioners that on February 3, 2014 Cynthia Roach and she attended the hearing for the House Bill 3292 concerning the Center for the Book. She noted that she made a brief statement of support along with the testimony presented by Rep. Kate Hogan, Sharon Shaloo, Krista McLeod and Em Claire Knowles.

Acting Director Carty relayed that second interviews have concluded for the Friends and Trustees Specialist. An offer should be made within the next week.

She provided the Commissioners with an update from Communications Specialist Celeste Bruno:

- The filming for the construction video at Holyoke and Springfield is wrapped up. The final cut is expected by the end of February.
- Meetings have begun with the Bruins with the goal of offering the application process for the summer visits during the month of March. This is in response to input from the libraries requesting more time to allow them to plan better for the visits.



- During the month of February, the Bruins and Cradles to Crayons are holding their annual PJ Drive to collect pajamas for low-income and homeless children. Many libraries participate. MLS and MBLC are facilitating the transportation of the PJs to Cradles to Crayons. Libraries can send the PJs through delivery to the MBLC and the agency will get them to Cradles to Crayons. This should enable more library participation. The MBLC is also a collection site. Staff and Commissioners should feel free to bring in new PJs for children 0-12.
- The Bruins are hosting two PJ Drive events at libraries. On Feb 20, 2014, Blades will be at the Jonathan Bourne Public Library for a PJ Dance Party and on Feb 24, 2014, Blades will participate in the Sleepover at Bellingham Public Library. Commissioners are welcome to attend.
- A PR Committee meeting was held on February 3, 2014. Two short term goals came out of the meeting: 1) the committee will work with Paul Kissman to create an identity for the new virtual catalog and 2) the PR Committee will hold a joint meeting with the eBook PR Committee to begin work on promoting eBooks and other eServices in our libraries.
- SnapMass will be the week of April 7. The MBLC is creating the toolkit and other materials for libraries to use for the event. Libraries will use MBLC's Counting Opinions software to upload their statistics from the day.

Acting Director Carty provided the Commissioners with an update from Head of Library and Development/ Government Liaison Cynthia Roach:

- Revenue for January totaled \$2.43 Billion. The Benchmark (now \$23.2 Billion for the fiscal year) was recently revised. January 2014 revenue exceeded the revised benchmark by \$83 Million. Better than expected performance in withholding and corporate/business tax collections offset weak performance in sales tax revenue.
- To date, revenue is \$13,194,000,000 or 5.9% above benchmark.
- Other than the hearing on the Center for the Book bill, all library bills remain in the same committees as last month.

CONSIDERATION OF APPROVAL OF MUNICIPALITIES MEETING THE REQUIREMENTS FOR FY2014 STATE AID TO PUBLIC LIBRARIES BASED ON



ELIGIBILITY ESTABLISHED IN FY2014 FOR THE MUNICIPAL APPROPRIATION REQUIREMENT AND IN FY2013 FOR THE MINIMUM STANDARDS

Liz Babbitt, State Aid Specialist, presented for certification the municipality of Revere meeting the requirements for FY2014 State Aid to Public Libraries program.

Commissioner Caro moved and Commissioner Kronholm seconded that the Massachusetts Board of Library Commissioners certify that the community on the attached list have met minimum standards of free public library service and award it a FY2014 Library Incentive Grant, a FY2014 Municipal Equalization Grant and a FY2014 Nonresident Circulation offset in the indicated amounts, totaling \$25,771.78 and authorize any additional FY2014 State Aid to Public Libraries disbursements that may be possible toward the end of the grant cycle.

The Board voted approval.

CONSIDERATION OF CHANGING THE THRESHOLD FOR REQUIRED IN-PERSON PRESENTATIONS BY MUNICIPAL APPLICANTS FOR A WAIVER OF THE FY2015 MUNICIPAL APPROPRIATION REQUIREMENT (MAR) FROM A LIBRARY AND MUNICIPAL BUDGET REDUCTION COMPARISON GREATER THAN 10% TO GREATER THAN 5%.

Acting Director Carty informed the Commissioners that in FY2004, the Board of Library Commissioners, agency staff and a representative of the Department of Revenue developed a process for applicants of a waiver of the Municipal Appropriation Requirement (MAR). At that time a threshold of 5% was set. Those municipalities, whose libraries had experienced a reduction to their budget of more than 5% when compared to the rest of the municipal operating budget, were required to present their petition for a waiver to the Board in person at the January Board meeting.

In FY2010, after the fiscal climate had deteriorated greatly, the Board increased the threshold so that only those municipalities whose libraries exceeded a 10% threshold were required to make a presentation to the Board in person.

Acting Director Carty noted that since FY2010 the Board has seen an improvement in the funding of public libraries. Of the 72 waiver applicants for FY2014, only three had decreases when compared to their overall town budgets and only one exceeded 5%, at 6.89%. Of the applicant libraries, 61 were either level funded (2) or saw increases (59) in their library budgets. Of the 11 that experienced reductions, 5 were under 1%. The remaining 6 had their budgets





reduced by 1.22%, 1.41%, 3.22%, 4.98%, 5.03% and 24.77%.

Acting Director Carty stated that she is recommending is that the Board return the threshold to the original, 5% level when comparing a library budget reduction to the overall town budget.

She emphasized that the Board continues to retain their statutory discretion to define “disproportionate” and to ask that any waiver applicant present their petition in-person to the Board.

Commissioner Resnick moved and Commissioner Shesko seconded that the Massachusetts Board of Library Commissioners return the threshold to greater than 5%, for the library and municipal budget reduction comparison, when requiring in-person presentations by municipal applicants for a waiver of the FY2015 Municipal Appropriation Requirement (MAR).

The Board voted approval.

CONSIDERATION OF MUNICIPALITIES REQUESTING WAIVERS OF THE FY2013 MUNICIPAL APPROPRIATION REQUIREMENT IN THE FY2014 STATE AID TO PUBLIC LIBRARIES PROGRAM WITHIN THE 10% THRESHOLD

Liz Babbitt, State Aid Specialist, presented 71 of the 72 libraries that were petitioning the Board for a Waiver of the MAR that were below the 10 percent threshold set by the Board for not being disproportionately cut in relationship to other departments within their municipality. These 71 municipalities are Ashland, Attleboro, Bellingham, Berkley, Beverly, Billerica, Blackstone, Boston, Carver, Chelsea, Clarksburg, Clinton, Dartmouth, Douglas, Dudley, East Bridgewater, Fairhaven, Fall River, Falmouth, Florida, Franklin, Haverhill, Holbrook, Holliston, Hopedale, Huntington, Kingston, Lawrence, Leicester, Lenox, Longmeadow, Lynn, Malden, Medford, Mendon, Middleborough, Millbury, Monson, Newbury, North Adams, North Attleborough, Northborough, Norwell, Oak Bluffs, Palmer, Paxton, Pepperell, Pittsfield, Plainville, Provincetown, Quincy, Sheffield, Somerset, Somerville, South Hadley, Springfield, Templeton, Tewksbury, Uxbridge, Ware, Warren, West Boylston, West Tisbury, Westford, Weymouth, Wilbraham, Windsor, Winthrop, Woburn, Worcester and Yarmouth.

Commissioner Caro moved and Commissioner Cluggish seconded that the Massachusetts Board of Library Commissioners grant a waiver of the FY2014 Municipal Appropriation Requirement and certify that the communities on the attached list have met minimum standards of free public library service and award each a FY2014 Library Incentive Grant, a FY2014 Municipal Equalization Grant and a FY2014 Nonresident Circulation offset in the indicated amounts,



totaling \$1,208,052.31, and authorize any additional FY2013 State Aid to Public Libraries disbursements that may be possible toward the end of the grant cycle.

The Board voted approval. Commissioner Resnick abstained as to the municipality of South Hadley.

Ms. Babbitt stated that six municipalities (Berkley, Kingston, Malden, Palmer, Tewksbury and Weymouth) used the accommodation policy for materials and seven municipalities (Ashland, Attleborough, Chelsea, Haverhill, Lawrence, Tewksbury and Winthrop) used the accommodation for hours. Therefore, they will receive a prorated award. Ms. Babbitt noted that one municipality (West Tisbury) used the flexibility option.

PRESENTATION OF THE PETITION FOR THE FY2014 MUNICIPAL APPROPRIATION REQUIREMENT BY THE MUNICIPALITY OF WAREHAM

Vice Chairman Quinn thanked the representatives from Wareham for attending today's meeting to answer concerns expressed by the Commissioners at their January 9, 2014 Board meeting about Wareham's FY2014 MAR waiver request.

She reiterated Acting Director Carty's remarks earlier in today's meeting that since FY2010 the Board has seen an improvement in the funding of public libraries. Of the 72 waiver applicants for FY2014, only three had decreases when compared to their overall town budgets and only one exceeded 5%, at 6.89%. Of the applicant libraries, 61 were either level funded (2) or saw increases (59) in their library budgets. Of the 11 that experienced reductions, 5 were under 1%. The remaining 6 had their budgets reduced by 1.22%, 1.41%, 3.22%, 4.98%, 5.03% and 24.77%. Vice Chairman Quinn stated that Wareham is the extreme outlier at 24.77%.

Denise M. Medeiros, Director of the Wareham Free Library, relayed that she has requested \$406,000 for the FY2015 library budget and is hopeful that some increase will be forthcoming from the town.

Wareham Library Trustee Roger Bacchieri also noted that the Library receives financial support from its Friends and foundation.

Peter W. Teitelbaum, Chairman of Wareham Board of Selectmen, addressed the Board. He relayed that although the library budget was reduced by 24.77%, the Town's FY2014 General Government budget was reduced by 17.88%, a \$481,171 cut which included a \$231,684 in cuts to the police department and \$107,198 to the library. He added that while he would like to find



funds to add to the library budget, he could make no promises. He stressed that as Wareham moves into the FY2015 budget process, will face another very difficult budget year, with the Town facing a \$3 million shortfall. He mentioned the possibility of an override to fund the library. However, the town has never had a successful override.

Commissioner Shesko suggested an “unbundled” override in which residents have the opportunity to vote solely on funding for the library.

Vice Chair Quinn stressed that while Wareham’s current budget reduction does not fall outside the 10% threshold, the cumulative effect of underfunding the library over the past few years has impacted library services. She pointed out that this not only impacts Wareham residents, but other communities that are certified in the program and therefore required to provide reciprocal services. The State Aid to Public Libraries program is only fair when all certified libraries are pulling their weight.

Library Director Denise Medieros stated that she understood the importance of each library doing its share, but she asked that the Commissioners allow time for the override so that the residents of Wareham can decide if they want to fund their library.

Commissioner Shesko noted that the last year that Wareham was certified without a waiver was FY2007 and since that time the library’s budget has endured continual erosion which of necessity diminishes library services. He stated that should he vote to grant the waiver, it would be with the severest reservation.

Vice Chairman Quinn again thanked the Wareham delegation for attending today’s meeting.

REPORT FROM THE MASSACHUSETTS LIBRARY SYSTEM

Steve Spohn, Resource Sharing Director, Massachusetts Library System, reported that the prospective buyers of the Whately facility are continuing to work through the presale contingencies. He relayed that MLS has visited two potential office spaces in Western Massachusetts and that its realtor is continuing to search for additional possibilities. Mr. Spohn stated that MLS is close to a final lease agreement for the Marlborough facility that would allow for office expansion to accommodate the new resource sharing team and operations.

Mr. Spohn announced that Sue Kaler began work at MLS in January as Interlibrary Loan Manager and Amanda Fauver’s role at MLS has been expanded to lend greater support to Advising and Continuing Education. He noted that MLS is currently recruiting for three new



staff members: an Advisor for Small Public Libraries, a Member Services/Account Clerk, and 3.5 Resource Sharing Assistants.

Mr. Spohn stated that planning is underway for MLS's spring meeting and that an announcement should follow shortly.

Relative to the MA eBook Project, Mr. Spohn relayed that Deb Hoadley, Gregory Pronevitz and he met with eBook-related vendors at ALA Midwinter and they expect to have exciting news to report soon on the combined efforts toward vendor-publisher relations. He informed the Commissioners that Gregory Pronevitz and he are planning meetings with libraries, networks and other consortia in Massachusetts on the sustainability of the MA eBook Project.

Mr. Spohn announced that MLS is planning a number of face-to-face opportunities, virtual meetings and web/email communications to keep members up to date on the Mediated ILL transition.

STANDING COMMITTEE AND LIAISON REPORTS

Commissioner Caro, co-chair of the Director Search Committee, reported that following the closing of the job posting on February 28, 2014, the Committee will meet again on March 4, 2014 to discuss applications and next steps.

She relayed that Search Committee members Molly Fogarty and Gregory Pronevitz gave out many position packets at the ALA Mid-Winter conference in Philadelphia and that she recently had a conference call with them about encouraging people to apply.

COMMISSIONER ACTIVITIES

Commissioner Resnick attended a WMLA Board meeting on January 16, 2014.

Commissioners Kronholm and Resnick attended the Berkshire Legislative Breakfast at the David and Joyce Milne Public Library in Williamstown on January 24, 2014. Commissioner Kronholm spoke at the event.

Commissioner Welch spoke at the dedication of the Athol Public Library on January 25, 2014.

Commissioner Cluggish spoke at the Legislative Breakfast at Westwood Public Library on



January 25, 2014.

Commissioner Resnick attended the Small Libraries in Networks Committee in Marlborough on January 29, 2014.

Commissioners Caro, Cluggish, Kronholm and Shesko helped to staff the MBLC booth at the Massachusetts Municipal Association conference on January 24 and 25, 2014.

PUBLIC COMMENT

Anna Fahey-Flynn, Collaborative Library Services Manager for the Boston Public Library, reported that BPL has received a Gates Foundation grant that will assist with digitization efforts for the Commonwealth's public libraries.

OLD BUSINESS

There was no old business.

ADJOURNMENT

There being no further business, Vice Chairman Quinn adjourned the February 6, 2014 monthly business meeting of the Board of Library Commissioners at 11:55 A.M.

Gregory J. Shesko
Secretary