MINUTES OF THE BOARD OF LIBRARY COMMISSIONERS

Date : April 2, 2015

Time : 10:00 A.M.

Place : Board of Library Commissioners

 Boston, Massachusetts

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

Absent : None

**Staff Present:**

Dianne Carty, Director; Liz Babbitt, State Aid Specialist; Callan Bignoli, Web Coordinator; Celeste Bruno, Communications Director; Barbara Glazerman, Head of Operations and Budget; Erin Williams Hart, Friends/Trustees Liaison; Marlene Heroux, Reference Information Systems Specialist; Paul Kissman, Library Information Systems Specialist; Rachel Masse, Administrative Coordinator, Library Advisory and Development Unit; William Morton, Assistant to the Director; Cynthia Roach, Head of Library Advisory and Development; Lauren Stara, Library Building Consultant, Rosemary Waltos, Library Building Consultant

**Observers Present:**

Andrea Bunker, Assistant Director, Woburn Public Library; His Honor Scott Galvin, Mayor of Woburn; Richard Mahoney, Trustee, Woburn Public Library; Edward Miller, Private Citizen, Cambridge; Kathy O’Doherty, Director, Woburn Public Library; Gregory Pronevitz, Executive Director, Massachusetts Library System; Sharon Shaloo, Executive Director, Massachusetts Center for the Book

**Call to Order**

Chairman Shesko called the meeting to order at 10:00 A.M.

**Approval of Minutes - February 5, 2015**

Commissioner Comeau moved and Commissioner Caro seconded that the Massachusetts Board of Library Commissioners approve the minutes for the monthly business meeting of February 5, 2015.

**The Board voted approval.**

**Approval of Minutes – March 5, 2015**

Commissioner Comeau moved and Commissioner Kronholm seconded that the Massachusetts Board of Library Commissioners approve the minutes for the monthly business meeting of March 5, 2015.

**The Board voted approval.**

**CHAIRMAN’S REPORT**

Chairman Shesko reported that he attended the State Aid Review Committee meeting on March 24,2015 in Millbury. He noted that Nancy Rea is now the facilitator for the meetings and will work with staff on the final committee report and recommendations. He relayed that there was discussion of the State Aid White paper and also state aid programs that exist in other states.

He stated that he attended the Executive Committee meeting at the Board’s offices in Boston on March 23, 2015.

Chairman Shesko also stated that he attended the Ways and Means hearing on Wednesday, April 1, 2015 at the Everett High School at which Director Carty presented testimony on the Board’s account lines.

**DIRECTOR’S REPORT**

Director Carty relayed that she attended the legislative breakfast on March 13, 2015 in Monson with Mary Rose Quinn and Commissioner Jan Resnick. She stated that there was an attentive audience, and Commissioner Resnick did a great job presenting the legislative agenda. Several legislators have commented that the agenda has been consistent and of great help to the library community. She thanked Communications Director Celeste Bruno for her work on the podium sign, “Libraries = Opportunities for All” and noted that theme has been picked up by legislators and other speakers at the breakfasts.

Director Carty stated that the State Aid Review Committee met on Tuesday, March 24,2015. Mary Rose Quinn, Liz Babbitt, and she met with the facilitator, Nancy Rea, on Friday, March 20,2015. Ms. Rea will be at the committee meetings through June and will work with staff on the final committee report and recommendations that will come to the Board. The meeting began by discussing the theme from the State Aid White paper that addresses regionalization of library services. Members then discussed state aid programs that exist in other states.

On March 27,2015, Director Carty attended a meeting at Boston Public Library to discuss New York Public Library’s Library E-Content Access Project (LEAP) grant proposal to IMLS, responding to the National Digital Platform priority of IMLS. The proposal is designed to explore four major development areas:

1. Enhance Library Simplified, a multi-platform open source technology to simplify eBook discovery, checkout, and reading on diverse content platforms.
2. Create a free library of public domain eBooks, i.e., provide cleaned up meta-data and new computer generated cover art to allow Libraries to serve eBooks already in the public domain better.
3. Facilitate a national conversation about the challenges and potential of library e-books, and build consensus around possible services and solutions addressing these needs and opportunities for a national eBook exchange.
4. Launch a pilot version of this exchange with a seed collection of both public domain works and in-copyright content.

The first avenue, exploring ways to unify and improve the e-book borrowing and reading experience for library patrons across the country, will build on an ongoing grant-funded project at NYPL, [Library Simplified](http://www.librarysimplified.org), which has resulted in an eBook app that allows discovery, check-out, and reading from diverse platforms. The open source app is scheduled to be released in June.

Director Carty stated that she testified at the Ways and Means hearing on Wednesday, April 1, 2015 at the Everett High School.

She informed the Commissioners that the position of “Outreach Coordinator” has been filled. Matthew Perry will begin work on April 13,2015. He will work with Celeste Bruno to help with the additional programs and activities that she has acquired since she began at the agency.

Director Carty reported that the Construction Team met in March to begin preparations for the next construction grant round.  The Team reviewed changes that staff proposed to 605 CMR 6.00 governing the Massachusetts Public Library Construction Program (MPLCP).  These changes target improving the clarity and readability of the regulations and updating information.   The revision will be submitted to the Board for its review. The regulatory process is expected to be completed before the end of 2015.  The Construction Team also reviewed a tentative 2016-17 construction grant calendar.

Director Carty relayed that Marlene Heroux, Reference Information Systems Specialist, coordinated a program at the Massachusetts School Libraries Association conference earlier in March. The Program, “Digital Literacy Using the Massachusetts Statewide Databases,” showcased how middle and high school libraries are addressing digital literacy using the Massachusetts statewide databases.  The program included presentations by two school librarians, Leslie Lomasson (Amherst Regional High School) and Robyn Ferrazzani (Parker Middle School, Reading), who shared examples of practical, classroom-ready ideas for database promotion and integration into the curriculum that they have implemented with successful outcomes. Ms. Heroux spoke about updates to the statewide products and clarified the relationship between MLS and the MBLC for database funding and support.  Approximately 80-100 school librarians attended the session.

Director Carty announced that the Board of Library Commissioners is celebrating 125 years as the state library agency. On May 28, 1890, the Governor signed into law “*An act to promote the establishment and efficiency of free public libraries.”* (Massachusetts, Acts of 1890, Chapter 347). The commission’s bear date is October 22, 1890. The first meeting of the Board of Library Commissioners was on October 30, 1890 at the State House.

Director Carty announced that ALA mid-winter is coming to Boston in January 2016. The dates are January 8 – 12, 2016.

**LEGISLATIVE REPORT**

Head of State Programs and Government Liaison Mary Rose Quinn reported that the last Legislative Breakfast for the season had taken place in Auburn on March 27, 2015. She thanked the Commissioners and Board Staff who had been involved with and spoken at the Breakfasts this year.

Ms. Quinn informed the Commissioners that two new State Representatives were elected on Tuesday, March 31, 2015, replacing legislators who were tapped by Governor Baker to fill Administration posts. Republican Hannah Kane will fill the seat of her business partner, Matt Beaton, now the Administration’s Secretary of Energy and Environmental Affairs. Democrat Adrian Madaro replaces Carlo Basile who gave up his seat to become Governor Baker’s Chief Secretary.

Ms. Quinn noted that the Ways and Means Hearing on the MBLC budget lines and MLA/MSLA Legislative Day were both held on April 1, 2015. Commissioners and Agency staff divided up so that there was representation at both events. Legislative day attendees visited with the legislators who were not at Ways and Means or not in session. The budget season this year has been condensed due to the late date for the Governor’s budget, House delays over leadership posts, mid-year budget appropriations bills, early retirement discussions, the MBTA issues, and snow.

She reported that, on March 30, 2015, the House and Senate originally agreed on a midyear spending bill. The $402 million bill includes funds to sustain critical government services through the end of Fiscal Year 2015 for social workers, emergency assistance and shelter for homeless families and other services that help children, families and communities across the Commonwealth. The bill also gives cities and towns five years to pay off snow removal bills. The bill bogged down in Conference Committee. The Conference Committee is made up of the Chair, Vice-Chair, and Republican Ranking Member of both the Senate and House Ways and Means Committees.

Ms. Quinn stated that the House passed the spending bill (H.65) last week at $347 million. In the Senate version, several senators took the opportunity to sponsor amendments on issues they plan to champion this session. There had been an amendment to restore $190,000 to the Regional Libraries line item which had been reduced this year by the 9C cuts; it was withdrawn before the final vote in the Senate.

She relayed that House leaders voted on a state worker early retirement incentive plan submitted by Governor Baker as a way to save $179 million in next year's state budget by reducing the government's payroll by approximately 4,500 executive branch employees. The House bill gives eligible employees between April 15 and July 15, 2015 to apply for early retirement and requires them to retire no later than July 31, 2015. It also includes a 120 day waiting period before retirees could return to state employment. The Governor’s proposal gives a June 30, 2015 deadline to retire.

While the House passed a version of the bill (H.3189), the bill originally filed by Governor Baker remains in the Committee on Public Service, which held a hearing on March 30, 2015. Several senators questioned whether the Baker administration was prepared in case too few or too many employees opt for the program. Administration and Finance Secretary Kristen Lepore testified before the Joint Committee on Public Service that she was “very confident” the administration could achieve the desired budget savings of more than $170 million with “minimal disruption” to state services. Secretary Lepore said she had put together a working group to consult with agencies and develop plans for backfilling jobs at certain agencies. The Senate intends to take up the package on Wednesday, April 8, 2015.

Ms. Quinn noted that the Governor has appointed a former managing director of Bain Capital as the state's next Commissioner of the Department of Revenue. Mark Nunnelly is replacing Amy Pitter, who has remained on as Commissioner after taking the post when Governor Patrick was in office. Nunnelly was also named as special advisor to Governor Baker for technology and innovation competitiveness. Amy Pitter’s final revenue report was the mid-March statement which had revenue figures lower than benchmark. However, she did state that the mid-month report was not a valid predictor of the end of the month estimates. Commissioner Nunnelly’s first report will be the end of March revenue statement expected out next week.

Ms. Quinn relayed that Lieutenant Governor Karyn Polito is continuing to reach out to local officials in an effort to support municipalities. The Division of Local Services has begun circulating a survey to seek input from local officials regarding “the identification of unfunded mandates, onerous regulations and bottlenecks in state government that inhibit the success of your cities and towns.”

**MARKETING PLAN UPDATE**

Communications Director Celeste Bruno began her presentation by showing the board the “Most-Visited Tourist Attractions in the World” poster. Attendance at Massachusetts Public Libraries is greater than locations such as Disneyland and Las Vegas. Ms. Bruno created the poster as a response to the frequently asked question: “Do people really use libraries anymore?” The tourist destination information comes from Travel and Leisure Magazine. Ms. Bruno reported that the poster has been popular with librarians and that she emailed a social media friendly version of the poster that reached more than 7,000 people. Librarians have also requested print copies. The poster will be available at Library Legislative Day and at the Massachusetts Library Association’s spring conference.

Ms. Bruno met with the Boston Bruins to go over plans for summer reading. She announced that this summer’s player is Bruins Goalie Tuukka Rask. He’ll be featured on the summer posters and reading certificates that are available to all participating libraries.

Ms. Bruno then discussed the success of the Boston Bruins/Cradles to Crayons PJ Drive. There were 70 news stories one month about libraries and the PJ drive; compared to just 2 news stories about non-library organizations. Administrative Coordinator Rachel Masse provided more detail on library participation. Massachusetts libraries represented 58 of the 93 participating organizations in this year's drive and collected more than 3,100 of the 6,100 total pairs of pajamas. Libraries also collected $3,400 of the $8,200 in financial donations. As the winner of the PJ Drive, Bourne Public Library will receive a street hockey clinic with Boston Bruins alumni.

**CONSIDERATION OF A FY2015 BUDGET REVISION FOR THE MASSACHUSETTS CENTER FOR THE BOOK**

Sharon Shaloo, Executive Director of the Massachusetts Center for the Book, presented the budget revision to reflect the 9C reduction of $538. She relayed that she has reduced the personnel costs (part-time assistant's hours) in the New Initiatives program to accommodate the revision.

Commissioner Caro moved and Commissioner Comeau seconded that the Massachusetts Board of Library Commissioners approve the FY2015 Budget Revision filed on March 23, 2015 for the Massachusetts Center for the Book with a new bottom line of $122,587 to reflect the 9C reduction of $538.00, as detailed in the accompanying documentation.

**The Board voted approval.**

**CONSIDERATION OF TWO PLANNING AND DESIGN GRANT AWARDS UNDER THE MASSACHUSETTS PUBLIC LIBRARY CONSTRUCTION PROGRAM (MPLCP)**

Lauren Stara, Library Building Specialist presented a proposed recommendation for MPLCP grant awards to the Town of Sharon and the Town of Brewster for the planning and design of their public library facilities.

She noted that $1 million from the 2008 Bond Bill was allocated to fund the 2013-14 Planning and Design Grant round. This application round commenced on August 1, 2013. Twenty eight applications were received by the deadline of January 31, 2014.

Ms. Stara stated that, after consideration and discussion in review panels and final review for eligibility and eligible project costs, the awarding of provisional grants totaling $959,425 for 20 Planning and Design Grants were recommended and approved by the Board on June 5, 2014, with an additional grant for $40,575 approved on July 10, 2014 for a total of $1 million. Subsequent to this, the Town of Chester declined its grant award of $41,205. On September 4, 2014, the Board approved $41,205 to the Town of Deerfield which was the next highest ranking Planning and Design application on the list of libraries that could not be funded. At that time there was a $0 balance in the funds allocated from the 2008 bond bill.

Most recently, the Boards of the Nahant and North Attleboro public libraries voted not to accept their provisional Planning and Design Grant awards of $49,245 and $50,000 respectively. This leaves an unexpended balance of $99,245 available to reallocate for Planning and Design grants.

Ms. Stara informed the Commissioners that the next highest ranking Planning and Design Grant applicants on the list of libraries that could not be funded in the grant round were the Town of Sharon’s Public Library, followed by the Town of Brewster’s Ladies’ Library. She stated that staff recommends that the Board approve provisional Planning and Design Grant awards to the towns of Sharon and Brewster in the amounts listed below.

If approved, this would once again leave a $0 balance in the funds allocated from the Bond for the Planning and Design Grants round.

**The Massachusetts Board of Library Commissioners**

**Massachusetts Public Library Construction Program**

**Additional Projects for Planning and Design, 2013-14 Grant Round**

**Project Type Summary:** A Project for Planning and Design, which does not involve actual construction, proposes to develop a building program, conduct site investigations, prepare schematic drawings, and estimate costs for a future major public library facility improvement project.

Commissioner Comeau moved and Commissioner Cluggish seconded that the Massachusetts Board of Library Commissioners approve Massachusetts Public Library Construction Program provisional Planning and Design Grant awards totaling $99,245 for two library projects in the amounts listed below.

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| **Provisional Awards Recommendations** |
| **Municipality** | **Library** | **Award** |
| Sharon | Sharon Public Library | $49,245 |
| Brewster | Brewster Ladies’ Library | $50,000 |
| **Total Awards** | **$99,245** |

**The Board voted approval.**

**CONSIDERATION OF A REQUEST FROM WOBURN PUBLIC LIBRARY FOR AN EXTENSION OF TIME TO CONFIRM LOCAL FUNDING AND ACCEPT ITS PROVISIONAL GRANT AWARD IN THE MASSACHUSETTS PUBLIC LIBRARY CONSTRUCTION PROGRAM.**

Rosemary Waltos, Library Building Specialist, stated that the Woburn Public Library has requested a second extension of time to confirm local funding and accept its provisional grant award in the Massachusetts Public Library Construction Program.

Richard Mahoney, Trustee of the Woburn Public Library, addressed the Board:

*Good morning and thank-you for the opportunity to meet with you today to discuss the provisional grant award for the Woburn Public Library.*

*On behalf of the Trustees of the WPL, our director Kathy O'Doherty and assistant director Andrea Bunker and I are here to request an extension of time to confirm local funding from the city of Woburn for our project.*

*The mayor of Woburn is preparing three major capital projects in the city at this time. Plans are to build a new elementary school, renovate and expand the library, and build a new fire station. The mayor formed the Library Building Committee in November and has been working with our architect CBT and our project manager DTI since that time.*

*The major challenge we face is the mayor's difficulty in understanding the size of our addition to comply with our library program requirements, and especially the design and construction problems with attaching the National Historic Landmark building to the new addition. In that endeavor our architect CBT and our project manager have worked tirelessly to modify our design to satisfy these issues.*

*We are working with the trustees, the WPL Foundation, the friends of the library, and all our supporters to raise awareness of the critical condition of our library and the necessity to take action at this time to request the Mayor and City Council accept the grant and commit to saving our library.*

His Honor Scott Galvin, Mayor of Woburn, also addressed the Board. Mayor Galvin discussed the need for a reduced project and funding options for the library project, including city bond funds and a library trust fund.

Responding to a query from Commissioner Comeau on the difference between the revised WPL plans and the plans submitted in the grant application, Rosemary Waltos stated that, at this point, staff can’t say because they have not yet seen the revised plans to review.  She noted that, on March 26, 2015, staff requested copies of the plans along with other information to review.

She stated that once staff receives the revised plans and other information requested, they will review them against what was the proposed building program submitted in the grant application and the revised plans accepted in January, which met program goals.   If necessary, staff may seek a second opinion from an outside independent architect.  For now a tentative meeting has been set for the MBLC to meet with the project’s architect and library director on April 14, 2015.

Commissioner Caro moved and Commissioner Comeau seconded that the Massachusetts Board of Library Commissioners grant an extension of time to confirm local funding and accept its provisional grant to the City of Woburn for its library construction project for the Woburn Public Library to June 30, 2015.

**The Board voted approval.**

**REPORT FROM THE MASSACHUSETTS LIBRARY SYSTEM**

MLS Executive Director Gregory Pronevitz reported on the following items:

**Special Commission on Public School Library Services in the Commonwealth**

The Commission had its first meeting at the State House on March 12, 2015. MLS will be working on site visits and hearings at schools around the Commonwealth as well as a survey to determine the current state of school libraries. MSLA has a strong presence on the Commission.

**Spring Meeting – June 9, 2015**

“Fail Fast and Prosper” is the theme for the June 9, 2015 event at Devens Commons with a focus on innovation, opportunity, and failure. The event will include many “ignite” sessions by member libraries.

**Member Forums**

MLS hosted a forum on March 19, 2015 at the Walden Woods Thoreau Institute. The next forum is scheduled for May 19, 2015 at the Ames Free Library in Easton.

**Whately Facility**

Discussions are continuing with the Town of Whately. The Town Administrator attended the MLS Executive Board’s March 16, 2015 meeting in Whately. MLS is evaluating a timeline that he provided and is encouraging an accelerated process.

**Open Positions**

MLS is in process of hiring a new Training and Advisory Services Director and a new Business and Human Resources Director. Interviews begin on April 3, 2015 and will continue through the mid-April.

**Committees**

MLS is actively seeking volunteers for two new committees: Academic Library Services and Cooperative Purchasing Advisory Committees as well as replacements for outgoing members on the Youth Services Advisory Committee. MLS also has vacancies for the Budget and Nominating Committees.

**Commonwealth eBook Collections**

A statistical dashboard has been added to the site. MLS is planning end-user surveys and will have a schedule at the May meeting. The next Steering Committee meeting is April 21 and will include a focus on local content. Representative Kate Hogan suggested a demo for legislators.

**COMMISSIONER ACTIVITIES**

Commissioner Caro attended the Legislative Breakfast at Brookline Public Library on March 6, 2015.

Commissioner Cluggish attended the Legislative Breakfast at Franklin Public Library on March 6, 2015.

Commissioner Murphy attended the Legislative Breakfast at Mashpee Public Library on March 6, 2015.

Commissioner Comeau attended the first meeting of the Special Commission on Public School Library Services in the Commonwealth at the State House on March 12, 2015.

Commissioner Resnick attended the Legislative Breakfast at the Monson Free Library on March 13, 2015.

Commissioners Kronholm attended the Legislative Breakfast at the Springfield City Library on March 13, 2015.

Commissioner Cluggish attended a MLA Legislative Committee meeting at Minuteman Library Network in Natick on March 13, 2015.

Commissioners Murphy and Resnick attended the MLS Executive Board meeting in Whately on March 16, 2015.

Commissioners Cluggish and Comeau participated in a conference call concerning construction program regulations on March 23, 2015.

Commissioners Kronholm and Resnick attended the State Aid Review Committee meeting in Millbury on March 24, 2015.

Commissioners Caro and Cluggish attended the Executive Committee meeting at the Board’s offices in Boston on March 23, 2015.

Commissioner Ochsenbein attended the Legislative Breakfast at Auburn Public Library on March 27, 2015.

Commissioners Caro, Kronholm, Murphy, and Ochsenbein attended MLA/MSLA Legislative Day activities at the State House on April 1, 2015.

Commissioners Cluggish and Resnick, along with Chairman Shesko, attended the Ways and Means hearing at Everett High School on April 1, 2015.

**PUBLIC COMMENT**

Commissioner Welch invited all to attend the “Friends Sharing with Friends” program at the South Hadley Public Library on April 11, 2015.

Cynthia Roach informed the Commissioners that the Maine State Library has received an Institute of Museum and Library Services National Leadership Grant under the Laura Bush 21st Century Librarian Program entitled, “Empowering Public Libraries to be Science Resource Centers for their Communities: A Guide for State Library Agencies.” The grant award is $493,770.

Ms. Roach stated that the Maine State Library and its partners will engage with science and technology businesses and organizations to develop opportunities for funding, expertise, and programming. This project will create a replicable model that enables state library agencies nationwide to work with public libraries to build and sustain effective informal science programming and services that prepare people to be full participants in their communities and global society. The model will advance library practice and empower public libraries to connect effectively their patrons and communities to engaging and meaningful informal science experiences, equipment (e.g. telescopes, microscopes and science kits), books, media, and the scientific community. Three libraries will participate as models in Massachusetts: Bellingham Public Library, Nevins Library in Methuen, and the M. N. Spear Memorial Library in Shutesbury.

**OLD BUSINESS**

There was no old business.

**ADJOURNMENT**

There being no further business, Chairman Shesko adjourned the April 2, 2015 monthly business meeting of the Board of Library Commissioners at 11:30 P.M.

Carol B. Caro

Secretary