MINUTES OF THE BOARD OF LIBRARY COMMISSIONERS

Date : June 4, 2015

Time : 10:00 A.M.

Place : Boyden Library

 Foxborough, Massachusetts

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

Absent : Francis R. Murphy

**Staff Present:**

Dianne Carty, Director; Liz Babbitt, State Aid Specialist; Celeste Bruno, Communications Director; Barbara Glazerman, Head of Operations and Budget; Paul Kissman, Library Information Systems Specialist; William Morton, Assistant to the Director; Matthew Perry, Outreach Coordinator; Shelley Quezada, Consultant to the Unserved; Cynthia Roach, Head of Library Advisory and Development; Rosemary Waltos, Library Building Specialist

**Observers Present:**

Andrea Bunker, Assistant Director, Woburn Public Library; Anna Fahey-Flynn, Collaborative Library Services Manager, Boston Public Library; Kathy O’Doherty, Director, Woburn Public Library; Gregory Pronevitz, Executive Director, Massachusetts Library System; Sharon Shaloo, Executive Director, Massachusetts Center for the Book; Kristin Slater, SAILS

**Call to Order**

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

He recognized Boyden Library Director Jerry Cirillo who welcomed the Board to Foxborough and the library. Mr. Cirillo noted that the Boyden Library will mark its two-year anniversary on July 22, 2015 of its re-opening to the public after the completion of its renovation/addition project partly funded by a grant from the Board of Library Commissioners under the Massachusetts Public Library Construction Program. Mr. Cirillo stated the library received $3.4 million grant, including a Green Library Incentive Award Leed certification at the silver level.

He stressed his deep appreciation for the grant which he stated was a great incentive in getting local funding for the project. Mr. Cirillo invited the Commissioners to tour the library following their meeting.

**Approval of Minutes – May 14, 2015**

The following corrections were noted:

On page 9, line 2, delete “grand” and replace with “grant”.

On page 12, line 30, delete the last sentence and replace with “Commissioner Cluggish and Commissioner Resnick were panel members of ‘The Legislative Agenda is YOUR Agenda’ session.”

On page 12, line 45, delete “the” and replace with “that”.

Commissioner Comeau moved and Commissioner Ochsenbein seconded that the Massachusetts Board of Library Commissioners approve the minutes for the monthly business meeting of May 14, 2015, as corrected.

**The Board voted approval.**

**CHAIRMAN’S REPORT**

Chairman Shesko stated that he was saddened to learn of the resignation of Boston Public Library President Amy Ryan. He said that Ms. Ryan served with great distinction as the leader of a large and comprehensive municipal library system and worked collaboratively with the Board of Library Commissioners and the Massachusetts library community to advance and expand library services for Massachusetts residents. Chairman Shesko wished Ms. Ryan well in her future endeavors.

He attended the *Letters About Literature* event held on May 18, 2015 in the Gardner Auditorium in the State House.  He commented that two letters read by high school students were extremely well done and that he enjoyed the event.

Chairman Shesko stated that he attended the Executive Committee meeting at the Board’s offices in Boston on May 25, 2015.

Chairman Shesko reported that he attended the State Aid Review Committee meeting in Millbury on May 26,2015. He noted that the final meeting is scheduled for June 23, 2015. He stated that, at this time, no major changes are anticipated for the program.

**DIRECTOR’S REPORT**

Director Carty reported that the State Aid Review Committee met in Millbury on May 26, 2015, and the final meeting is scheduled for June 23, 2015. She relayed that the committee was given the homework of bringing a specific recommendation for a state aid program so that it could be included in the final report. MBLC staff and Nancy Rae, the facilitator, will write a final report and plan to submit it with recommendations to the Board at the August meeting. The plan is then to take the recommendations out to the library community in October. Director Carty stated that, at this point, it is difficult to say whether or not there will be changes to statute or regulations, or both.

Director Carty noted that the agency is still in the planning stages concerning the Board of Library Commissioners’ quasquicentennial. Staff has been working on collecting significant facts about the Board and libraries for each of the years from 1890 to the present. Beginning on June 26, 2015, the agency will be tweeting the historical tidbits out as well as putting them on the MBLC Facebook page.

Director Carty provided the following construction program update:

**Woburn Public Library.** After an independent review of the Woburn Public Library's revised design, it was determined that the design did not meet the building program requirements as presented in Woburn Public Library’s 2010-11 construction grant, and could not be considered for Massachusetts Public Library Construction Program (MPLCP) grant funding. On May 21, 2015 MBLC staff and a Board representative met with Woburn’s Mayor, library director, and project architects to review the plans and to discuss the project's future. Since that time, Woburn’s Mayor and building library team has decided to work with the MBLC in creating an acceptable and fundable grant design. The Woburn Public Library is requesting an extension of time to accomplish this goal and bring the project forward to Woburn City Council to secure local funding approval.

**Green Incentive Awards**. Two MPLCP libraries received LEED certification in May and were awarded Green Library Incentive Awards. The Holyoke Public Library received LEED silver and Granby Public Library was certified at the basic LEED level, or LEED certified.

**Sherborn Public Library.** The Town of Sherborn approved a debt exclusion to fund the Sherborn Public Library’s addition/renovation project and accept its MPLCP construction grant. The Sherborn Public Library's project is number one on the construction waiting list and will go forward when approved for its provisional grant award.

**LEGISLATIVE REPORT**

Head of State Programs and Government Liaison Mary Rose Quinn reported that preliminary revenue collections for May 2015 totaled $1.836 billion, $214 million or 13.2 percent more than May 2014. With one month to go in the fiscal year, total year-to-date collections of $22.063 billion (not including $183.4 million in large settlement payments), are $1.222 billion or 5.9 percent above that of a year ago and $389 million above the year-to-date benchmark:

* Revenues exceeded benchmark by $228 million in May and $389 million year to date.
* Income tax collections for May were up $241 million and $194 million above benchmark.
* Corporate and business taxes were up $19 million in May, $30 million above benchmark.
* Sales and use tax collections for May totaled $490 million, $6 million below benchmark.

Ms. Quinn relayed that Secretary of Administration and Finance Kristen Lepore wrote in a memorandum to House and Senate leaders that, as of the halfway mark of the Employee Retirement Incentive Program, the program is on track to meet the Governor’s goal of reducing the state workforce by 4,500 with an anticipated savings of at least $171.9 million. The deadline to file for the Employee Retirement Incentive Program is June 12, 2015. Those employees who are eligible will need to retire effective June 30, 2015. According to the Secretary Lepore, there have been no layoffs, and no employees have left state employment through a related program of offering one-time incentives to those who would already receive their maximum pension.

Ms. Quinn noted that the “Green (budget) Sheets” distributed to the Commissioners contained budget figures from FY2001-2015 and additional sheets that included the final House budget for FY2016 and the final Senate recommendation for FY2016 with their respective impacts on MBLC budget lines. She stated that all the MBLC budget lines will need to be reconciled in Conference Committee between the House and the Senate with the exception of the Worcester Talking Book Library which was level funded in both the House and Senate versions. Additional information will be provided as soon as the Conference Committee completes its work. The Committee’s report cannot be amended further. The Conference Committee reports a final compromise bill to the House and Senate for a final vote of acceptance in each branch. The members of the budget Conference Committee include the Chair, Vice Chair, and the Ranking Member of the minority party from the House and Senate Ways and Means Committees: House Senate

Brian Dempsey, Haverhill Karen Spilka, Ashland

 Steven Kulik, Worthington Sal DiDomenico, Everett

 Todd Smola, Warren Viriato (Vinny) deMacedo, Plymouth

Once the Legislature votes, the budget goes to the Governor for his signature or veto. The Governor has 10 days to review the budget and take action to approve, veto or reduce specific line items, or submit changes as an amendment to the budget for further consideration by the Legislature. The budget is still on track to be completed by June, 30, 2015, the end of the fiscal year.

**CONSIDERATION OF A FY2015 GRANT ROUND FOR ACCOUNT 7000-9506, LIBRARY TECHNOLOGY AND RESOURCE SHARING**

Paul Kissman, Library Information Systems Specialist, presented the FY2016 Telecommunications, Resource Sharing, Network Infrastructure, and Small Libraries in Networks Grants to be funded out of account 7000-9506:

**Telecommunications for Resource Sharing** provides offsets to the ongoing costs that networks bear for providing broadband connectivity, dedicated data lines, and shared Internet service to its members. Telecommunications for Resource Sharing also provides ongoing support for the actual cost of Internet service for smaller libraries that are not part of a network. MLS is the eligible grant applicant for these libraries.

The **Resource Sharing Program** grant recognizes that libraries in networks are contributing to the overall universe of materials available to all residents of Massachusetts by showing their holdings in network bibliographic databases and by facilitating interlibrary lending using network technology.

The **Network Infrastructure** grant, introduced in FY2015, provides capital funding to each network based on the network’s size in number of outlets. These funds allow the network to accomplish large equipment replacement projects on its own timeline and without the burden of an LSTA calendar and reporting requirements that do not make sense for these types of activities.

For FY2016, the **Small Libraries in Networks** (SLIN) grant encompasses all previous versions of Small Libraries support: the original 2002/2003 libraries, the state expansion grant begun in 2007, and most recently the “New Participants” grant which began in FY2015. With these funds, networks directly offset annual membership costs for small public libraries. MLS is able to administer broadband Internet connectivity to those public libraries that are not members of a network.

**Telecommunications for Resource Sharing**

Commissioner Ochsenbein moved and Commissioner Comeau seconded that the Massachusetts Board of Library Commissioners approve the FY2016 Telecommunications for Resource Sharing grant round from account 7000-9506 in the amount of $500,000 as described in the accompanying fact sheet.

**The Board voted approval.**

**Resource Sharing Program**

Commissioner Comeau moved and Commissioner Cluggish seconded that the Massachusetts Board of Library Commissioners approve the FY2016 Resource Sharing Program grant round from account 7000-9506 in the amount of $1,159,544 as described in the accompanying fact sheet.

**The Board voted approval.**

**Network Infrastructure**

Commissioner Caro moved and Commissioner Cluggish seconded that the Massachusetts Board of Library Commissioners approve the FY2016 Network Infrastructure grant round from account 7000-9506 in the amount of $200,000 as described in the accompanying fact sheet.

**The Board voted approval.**

**Small Libraries in Networks Expansion**

Commissioner Cluggish moved and Commissioner Comeau seconded that the Massachusetts Board of Library Commissioners approve the FY2016 Small Libraries in Networks Expansion grant round from account 7000-9506 in the amount of $335,000 as described in the accompanying fact sheet.

**The Board voted approval.**

**CONSIDERATION OF A FY2015 BUDGET REVISION FOR THE MASSACHUSETTS LIBRARY SYSTEM**

Gregory Pronevitz, Executive Director of the Massachusetts Library System, presented the budget revision unanimously approved by the MLS Executive Board at its May 18, 2015 meeting.

Mr. Pronevitz noted that the most significant changes were made to recognize a budget increase to fund statewide databases and the Commonwealth eBook Collections and to reduce the budget for physical delivery. He stated that this revision will have no detrimental effect on member services.

Commissioner Cluggish moved and Commissioner Comeau seconded that the Massachusetts Board of Library Commissioners approve the FY2015 Budget Revision filed on May 19, 2015 for the Massachusetts Library System with a bottom line of $7,190,848 as detailed in the accompanying documentation.

**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.**

Chairman Shesko recognized Woburn Public Library Director Kathy O’Doherty who addressed the Board.

*Good morning Commissioners:*

*First, I thank you for your patience with “those people from Woburn” and your help and guidance with our efforts.*

*Thank you to Rosemary who has been as patient as she has been helpful to us. Her recap of the project and the impact of the Mayor’s cuts during our meeting with her two weeks ago was what seemed to help us turn the corner.*

*Trustee Mahoney asked that I speak in his place. He is at a funeral this morning and told me that as much as he loves the library, he loves his family more. He also wanted me to tell you that he was fired because after two previous extensions, he was unable to get the job done. So a woman was sent in his place.*

*Last week, a meeting was held with the Mayor, CBT, Design Technique and some members of the building committee to formulate a plan to overcome the objectives raised by your Board. CBT is re-working an earlier plan and will coordinate with the MBLC to achieve hopefully a satisfactory design, which also meets the grant requirements.*

*The timeline for completion of the plans is approximately five or six weeks, and an additional two weeks will be needed for a cost estimate of the revised plans.*

*Obviously, timing is a concern to all of us. The agency expects that our architects can have plans, renderings, and an estimate by July 24, 2015. The Mayor will then have to put together the figures for a bond authorization. The Council would next meet on August 11, 2015. A presentation could be made then to the Council. If that goes well, they could be asked to hold a special meeting later in the month for the final vote on the authorization. However, not only due to the fact that this is vacation time but that there may also be a preliminary election in Woburn on August 25, 2015, I have been asked to seek an extension until September 15, 2015.*

*Thank you.*

*Kathy O’Doherty, Director, Woburn Public Library*

Commissioner Comeau moved and Commissioner Caro seconded that the Massachusetts Board of Library Commissioners grant an extension of time to the City of Woburn to confirm local funding and accept its provisional grant for its library construction project for the Woburn Public Library to September 15, 2015.

**The Board voted approval.**

**REPORT FROM THE MASSACHUSETTS LIBRARY SYSTEM**

MLS Executive Director Gregory Pronevitz reported on the following items:

**Whately Facility**

Discussions are continuing with the Town of Whately. Town Meeting approved a purchase in April 2015. MLS hopes that a debt exclusion vote on June 9,2015 will confirm the funding. The MLS Executive Board is meeting on June 15, 2015 in Whately to follow up on the election results.

**Open Position**

MLS has extended its search for a Business and Human Resources Director.

**Executive Board Nominations Sought**

MLS is actively seeking nominations to fill upcoming vacancies in January 2016. MLS is seeking nominations from all types and geographic locations to maintain a good balance of representation. Cathy Collins, Sharon High School Library, is chairing the Nominations Committee.

**Commonwealth eBook Collections**

Training for CW/MARS members has begun.

The May issue of *eBook Connections* has been published.

The Commonwealth eBook Collections Steering Committee is making plans for FY2016 with a focus on the front lines including a new program: The Summer Institute for School Library Curriculum.

This institute is an opportunity for a small cohort of 12 school librarians to curate a collection of materials in BiblioBoard Library to meet the needs of a particular curriculum or academic project.

**REPORT FROM THE LIBRARY FOR THE COMMONWEALTH**

Anna Fahey-Flynn, Collaborative Library Services Manager at Boston Public Library (BPL), reported on the following items:

**Announcements**

* Amy Ryan announced her resignation as President of the BPL, effective July 3, 2015.
* BPL staff will work to make sure new administration understands the importance of BPL’s services to the Commonwealth and its relationships with MBLC and MLS

**Special Collections update**

* BPL discovered that an engraving by Dürer and an etching by Rembrandt are missing from the Library's print collection.
* Staff hopes that these two pieces have been misfiled.
* A search of the collection is on-going, and staff members are working with the Boston Police Department on next steps.
* As part of the search process, the BPL is undertaking an item-by-item inventory of its print collection, as well as an independent analysis of security protocols.
* While strict procedures for viewing items in the collection have been and remain in place, it is always a balance to fulfill BPL’s obligation to make collections open to the public to study and enjoy, while preserving them and keeping them secure.
* Please know that the Boston Public Library is committed to securing its collections.
* Unfortunately, because the Library is in the midst of an active investigation, additional information cannot be provided.

 **Digital Commonwealth update**

* BPL has had a many requests from digitization partners asking about the security of their materials.
* BPL has also heard from libraries that they have been ordered to have security audits based on the BPL incidents.
* New features include more options on how to view results such as Pinterest and slide show and a “More like this” option at bottom of item page.

**REPORT FROM THE MASSACHUSETTS CENTER FOR THE BOOK**

Sharon Shaloo, Executive Director of the Massachusetts Center for the Book (MCB), reported on the following items:

**Board Development**

Representative Kate Hogan and Eileen Abels, Dean of the Simmons College School of Library and Information Science (SLIS), are now board members. A meeting is scheduled for July 9, 2015 with someone the MCB hopes will agree to serve and who would open a lot of good doors as a linchpin member.  MCB will focus on board and council membership over summer, as soon as FY2016 funding has been settled.

**Legacy Programs**

* **Letters About Literature**event was held on May 18, 2015. MBLC Director Dianne Carty was on the program.  Commissioner Shesko also attended.  Jane Yolen was the featured speaker.  Representative Kate Hogan was also on program. Many legislators attended.
* **MassBook Awards**.  The program is behind schedule.  The stipend MCB had budgeted for someone to run this program was cut out of the LSTA grant, so MCB is fulfilling the promises made for the program this year and evaluating capacity for future years.

**New Initiatives**

* **Massachusetts Literacy Award**.  Launched at MLA Conference; accepting nominations over the summer; announcement will be forthcoming in September.
* **New website.** Should launch by end of June.
* I**nteractive Literary Map.** MCB submitted an application for a grant but the grant that was not awarded.
* MCB will be regrouping with Simmons College SLIS faculty this month.  MCB may reapply to same funder in August or turn to a new opportunity in corporate philanthropy.
* S**tatewide Calendar of Events.** MCB will announce this idea over the summer and launch in September.  MCB is not sure what interest/participation will be, but it’s a project MCB wants to pilot for a year as it will promote cultural activity in libraries on a regional and statewide scale.
* **Literary Place Making**
* Pioneer Valley meetings are ongoing. MCB postponed grant applications for a year to secure additional partnerships but some activity started:
* Workshop in South Hadley
* Video Archive of the Book Community – including Treasures of Libraries
* Community Meetings with Stakeholders – next one on June 9th with subset of museums in area
* Grant Application next spring.
* Statewide, with upper Merrimac Valley focus.  Abolition and the Book.
* Emancipation Trail Founder is now a collaborator thanks to Representative Byron Rushing's introduction.
* Upper Merrimac Valley Workshop is to be rescheduled/rethought.
* Poster.  Literary Museums of Massachusetts.  In draft.  MCB will be reviewing/thinking about this in coming month and hopes to have final product finished before National Book Festival.   (An outgrowth of the CREATIVE SPACES initiative that MCB partnered on with the Dickinson Museum in March:  <http://www.emilydickinsonmuseum.org/creativespaces>)

**National Book Festival**

Event will feature Norton Juster's children's adventure novel and modern fairy tale, *The Phantom Tollbooth*; this may be used at the Boston Book Festival as well.

**Strategic Planning**

Outreach/focus groups had to be postponed because of slow start in getting funding and the inclement weather conditions of last winter.  MCB looks to hold virtual meetings for summer/fall as libraries have availability.

MCB Executive Director Sharon Shaloo’s other outreach activities included organizing “Advocacy and Your Library” with Representative Kate Hogan, Worcester City Manager Edward Augustus, and former Commissioner John Arnold for the MLA 2015 conference; attending MLA Executive Board meetings and the e**-**Content Meeting at MLS (Spring 2015); and MCB liaison to MLA’s Conference Committee.

**COMMISSIONER ACTIVITIES**

Commissioner Welch attended the State Advisory Council on Libraries (SACL) meeting on May 19, 2015 at the Board Offices in Boston.

She also attended the Trustee Orientation at Rutland Free Public Library on May 20, 2015.

Commissioner Kronholm attended and spoke at the rededication of the Adams Free Library on May 23, 2015.

Commissioner Ochsenbein attended the Consumer Advisory Board (CAB) meeting at Perkins School in Watertown on May 20, 2015.

Commissioners Caro, along with Chairman Shesko, attended the Executive Committee meeting at the Board’s offices in Boston on May 25, 2015. Commissioner Cluggish participated by phone.

Commissioner Resnick, along with Chairman Shesko, attended the State Aid Review Committee meeting at Millbury Public Library on May 19,2015.

Commissioner Ochsenbein attended the Preservation and Digitization sub-committee meeting in Boxborough on June 2, 2015.

**PUBLIC COMMENT**

There was no public comment.

**OLD BUSINESS**

There was no old business.

**ADJOURNMENT**

There being no further business, Chairman Shesko adjourned the June 4, 2015 monthly business meeting of the Board of Library Commissioners at 11:45 P.M.

Carol B. Caro

Secretary