MINUTES OF THE BOARD OF LIBRARY COMMISSIONERS

Date : November 6, 2014

Time : 10:00 A.M.

Place : South Hadley Public Library

South Hadley, Massachusetts

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

Absent : Alice M. Welch

**Staff Present:**

Dianne Carty, Director; Liz Babbitt, State Aid Specialist; Callan Bignoli, Web Coordinator; Celeste Bruno, Communications Specialist; Barbara Glazerman, Head of Operations and Budget; William Morton, Assistant to the Director; Mary Rose Quinn, Head of Data, Technology, Construction and State Aid/Government Liaison; Cynthia Roach, Head of Library Advisory and Development, Erin Williams Hart, Trustee/Friends Information Specialist

**Observers Present:**

Anna Fahey-Flynn, Collaborative Services Manager, Boston Public Library; James Craig, retired librarian, UMass, and past member of the WMLA Board; Gregory Pronevitz, Executive Director, Massachusetts Library System; John Ramsay, Assistant Director, Springfield City Library; Dr. Mitchell Resnick, Trustee Chair, South Hadley Public Library; Joseph Rodio, Director South Hadley Public Library

**Call to Order**

Chairman Shesko called the meeting to order at 10:15 A.M. and recognized South Hadley Public Library Director Joseph Rodio who welcomed the Board to South Hadley and the new library. Mr. Rodio relayed that the South Hadley Public Library building was partially funded by a $4.8 million grant under the Massachusetts Public Library Construction Program. He thanked the Commissioners for the grant and noted that this commitment by the state greatly helped gather community support and secure local funding. He stated that the new library is well used by residents of all ages. Mr. Rodio introduced South Hadley Trustee Chair Dr. Mitchell Resnick and James Craig a retired librarian from UMass and former member of the WMLA Board. Mr. Rodio invited the Commissioners to tour the library following their meeting.

Chairman Shesko thanked Mr. Rodio for his welcoming remarks.

**Approval of Minutes – October 2, 2014**

The following corrections were noted:

Page 1, lines 2 &3: delete “Harvard” and replace with “Carver”.

Pages 2-18: change the header date to “10/02/14”.

Page 10, line 35: Commissioner Resnick inquired if “…postmarked no later than November 11, 2016” was correct because that date is a federal holiday and post offices would be closed. State Aid Specialist Liz Babbitt relayed that an amended policy would be brought to the Board at the December 6, 2014 meeting to change this date to November 10, 2016.

Page 18: Insert commas where appropriate.

Commissioner Cluggish moved and Commissioner Resnick seconded that the Massachusetts Board of Library Commissioners approve the minutes for the monthly business meeting October 2, 2014 as corrected.

**The Board voted approval.**

**CHAIRMAN’S REPORT**

Chairman Shesko reported that he attended the meeting of the Executive Committee at the Board offices on September 23, 2014 at which Richard Kobayashi and James Sutton from the Collins Center for Public Management at UMASS Boston were present to discuss the State Aid to Public Libraries whitepaper. He noted that Commissioner Murphy also attended this meeting.

**DIRECTOR’S REPORT**

Director Carty reported that Richard Kobayashi and James Sutton have been interviewing across the state for the State Aid Review. She noted the session held with the Executive Committee and Commissioner Murphy. Director Carty relayed that Mr. Kobayashi and Mr. Sutton were waiting until after the election to set up interviews with legislators. She stated that Mary Rose Quinn is in the process of setting a meeting for the State Aid Advisory Committee for this month or early next month.

She informed the Commissioners that she has been attending the regular meeting of the Performance Management group of the Executive Office of Administration and Finance (A&F). Director Carty relayed that last week she attended the first meeting of the Performance Advisory Council. The Council, established through Governor Patrick’s Executive Order 540, will assist A&F in developing nation-leading strategic planning and performance management framework for the Commonwealth. The Council will share and disseminate best practices in performance management and consider innovative proposals and policy ideas to support all Secretariats in achieving their program goals and implementing strategic plans.

The Council will also work in collaboration with A&F’s Office of Commonwealth Performance, Accountability, and Transparency (CPAT). Established by statute in 2012, CPAT has worked to create a performance-driven culture across state government through the training of over 1,000 managers, and the establishment of a comprehensive strategic planning process for all eight cabinet secretariats. The Performance Advisory Council is made up of 28 members who represent the academic, business, and labor communities, as well as senior officials from each Secretariat, legislators, and municipal officials. The Secretary of Administration and Finance chairs the Council. Members include: Glen Shor, Chairman Secretary, Massachusetts Executive Office for Administration and Finance; Jo Blum, Director of Government Relations Massachusetts Teachers Association; JD Chesloff, Executive Director Massachusetts Business Roundtable; Chris Condon, Legislative and Political Director Service Employees International Union; Trudy Coxe, Executive Officer and Executive Director Preservation Society of Newport County; Kenneth Donnelly, Massachusetts State Senate, 4th Middlesex District; Mark Fine, Director of Municipal Collaboration Metropolitan Area Planning Council (MAPC); Jay Gonzalez, President and Chief Executive Officer Celticare Health and New Hampshire Healthy Families; Matthew Gorzkowicz, Associate Vice President for Administration and Finance University of Massachusetts; John Grossman, Managing Partner and General Counsel Third Sector Capital Partners, Inc.; Ira Jackson, Dean John W. McCormack Graduate School of Policy and Global Studies at the University of Massachusetts Boston; Tripp Jones Most recently Co-Managing Director at New Profit; Elaine Kamarck, Lecturer in Public Policy; Harvard University’s John F. Kennedy School of Government; Thatcher Kezer, Former Mayor City of Amesbury; Michael Knapik, Executive Director of University Advancement Westfield State University; Peter Kocot, State Representative Massachusetts House of Representatives, First Hampshire District; Gloria Cordes Larson, President Bentley University; Shelley Metzenbaum, Founding President Volcker Alliance; Tracy Palandjian, Chief Executive Officer and Co-Founder Social Finance, Inc.; Ayanna Pressley, City Councilor, City of Boston; Daniel Rivera, Mayor, City of Lawrence; Daniel Rizzo, Mayor City of Revere; Setti Warren, Mayor City of Newton.

Director Carty stated that she attended the annual meeting of the Chief Officers of State Library Agencies in Wyoming during the Week of October 19, 2014 for updates and presentations. Stephanie Vance of Advocacy Associates led the group through the tricky path of advocacy for state libraries. There was also a presentation by Amy Garmer from the Aspen Institute about the recently released report “Rising to the Challenge: Re-Envisioning Public Libraries.” This report has strategies and action steps for the successful reinvention of libraries. People can link to the report at <http://www.aspeninstitute.org/publications/rising-challenge-re-envisioning-public-libraries>. Director Carty noted that she has ordered hard copies for the Board.

Director Carty stated that she returned from the COSLA annual meeting with many ideas borrowed from other state library directors. One is to issue a director’s report to the library community each month. Details have to be worked out but she expects to act on this soon.

Director Carty attended the Network Retreat follow-up that was ably led by MBLC staff members Paul Kissman and Cindy Roach. There was much discussion and many ideas shared that day. The networks were presented with the plan to shift some funding from LSTA grants to 7000-9506. This new grant program will be presented later on today’s agenda.

Director Carty relayed that the Small Libraries Forum in Sturbridge was a great event that brought small libraries together to hear presentations and to connect. The keynote speaker, Jessamyn West, spoke about future-proofing libraries. Ms. West’s experiences from a small Vermont library helped the attendees feel that the future full of technology is not so frightening.

Director Carty stated that she was able to bring her newly gained knowledge from the Aspen Institute report to her remarks for the group. She relayed the four specific strategies that the report presents for small and rural libraries: 1) EXPLORING REGIONAL MODELS to create economies of scale; 2) MAXIMIZING GRANT OPPORTUNITIES from foundations and funders to meet program and service needs that are specific to the rural and small library context; 3) CREATING CONNECTIONS among librarians to share models, lessons learned and resources; 4) BECOMING PART OF LARGER LIBRARY PLATFORMS that provide access to larger bodies of content. In addition she spoke about the funding requests for the Legislative Agenda.

Director Carty reported that she attended the annual meeting of the Massachusetts Trustees Association in Northborough on November 1, 2014. She noted that this was another opportunity for people to connect. The keynote speaker was A.C. Gaughen, an author of YA books. Ms. Gaughen spent some time talking about her books but primarily focused on her journey to becoming an author. Director Carty stressed that Cynthia Roach has worked hard to help MLTA and MFOL be better organizations and they are very appreciative of all that she does.

On November 3, 2014, she, along with several staff and Commissioners, attended the MLS annual meeting. Again, it was another venue for connections. Librarians connected with MLS, MBLC and BPL staff and with each other. The keynote speaker was Michael Margolis. His company, Get Storied, is an advisory and training company devoted to transformational storytelling.

Director Carty relayed that Marlene Heroux, MBLC Reference Systems Specialist, asked ProQuest, the database vendor for the Boston Globe to develop a webinar workshop for residents on searching the Globe to prepare them for the upcoming Massachusetts elections. It was so successful that the PQ trainer said that PQ is now considering using it as a model for creating a similar workshop for their newspaper products on a wider scale for the 2016 presidential elections.

Director Cary provided the following Construction Program Update:

**Webster.** A letter was sent from the MBLC to confirm the final approval by Administration and Finance of the increase in the Library’s MPLCP provisional grant award from $5,366,489 to $7,567,412, or 75.00% of total eligible costs.

This award remains subject to the completion of the library securing local funding, execution of a contract with the MBLC, and the compliance with all the assurances found in MPLCP’s regulations. It was noted in the letter that the library has until February 28, 2015 to secure its local funding in order for the town to sign its contract with the Commonwealth of Massachusetts.

**Shrewsbury.** The Shrewsbury Public Library is holding its groundbreaking today. . Rosemary Waltos is representing the Board at the ground breaking.

**LEGISLATIVE REPORT**

Mary Rose Quinn, Head of Data, Technology, Construction and State Aid/Government Liaison reported that revenue collections for September totaled $2.467 billion, $53 million or 2.2 percent more than the state took in last September. Withholding payments that were anticipated to be paid in September and were instead paid in August, combined with third quarter corporate and business estimated payments that were below what was expected, resulted in revenues of $108 million below the monthly benchmark based on the FY2015 revenue estimate of $24.387 billion.

Preliminary revenue numbers for October totaled $1.617 billion, $62 million or 4.0 percent more than the state took in last October. Excluding the $13.5 million in one-time tax settlement payments received in October, revenue collections totaled $1.603 billion, $49 million or 3.1 percent more than last October.

Year-to-date tax collections totaled $7.310 billion, $212 million or 3.0 percent more than this time last year. Tax collections totaled $7.296 billion year-to-date which is $32 million below the year-to-date benchmark.

Ms. Quinn noted that Governor-Elect Charlie Baker has until the March 1, 2015 to submit a budget. However, work continues at the Agency with A&F and the Legislature to develop the MBLC 2016 budget request. The Management Team met with the Agency’s new Budget Analyst to discuss the MBLC budget lines and programs in detail. In addition, Management Team met with the Senate Ways and Means budget analyst to discuss the budget lines, programs and Board and Agency priorities.

She relayed that Library Legislative Day at the State House is tentatively scheduled for April 1, 2015. Legislative Breakfasts are being scheduled from late January through early March. The Board calendar will be updated with these events as they are scheduled. To-date breakfasts have been scheduled at Berkshire Community College on January 23, 2015, Worcester Public Library on January 30, 2015, and Norton Public Library and Thomas Crane Library (Quincy) on February 6, 2015.

At this point in the meeting, Director Carty noted that, because of conferences and other events, there are several conflicts with the May 7, 2015 Board meeting. The Commissioners agreed to change the date of the May business meeting to May 14, 2015.

**MARKETING PLAN UPDATE**

Communications Specialist Celeste Bruno began her report to the Commissioners by discussing the recent Boston Book Festival attended by an estimated 30,000 people. The MBLC shared a booth with the Massachusetts Library Association and together the organizations provided the public with information on the Legislative Agenda and eBooks. To gather more information about the focus of the Legislative Agenda, people were asked to fill out cards answering the question: “How has your library helped you?” The results were as follows: 58% Technology/Computers; 45% for Early Literacy; 44% for job-search support; 32% STEM/STEAM and 14% for ESL.

The booth also had must reads posters and bookmarks from Center for the Book. For children, Bruins READ posters and reading list were available, and there was an activity area where kids could make their own hockey mask.

Ms. Bruno then presented the final version of the FY2016 Legislative Agenda. The agenda demonstrates how libraries connect with broader statewide needs and initiatives. Non-library supporters may not know the ways in which libraries meet these needs so it was important to spell that out. Those needs are: jobs, technology, early literacy, STEAM/STEM and services for New Americans.

The agenda also shows that lack of funding has hurt libraries-libraries can’t do more with less. And it demonstrates how increases in state aid and technology and resource sharing help both libraries and residents. Throughout the document quotes from librarians and patrons from across the Commonwealth are used—this is in an effort to bring the local issues into a statewide agenda.

Ms. Bruno thanked Commissioner Cluggish and Caro for their input on the Legislative Agenda.

**CONSIDERATION OF APPROVAL OF A THREE-YEAR MARKETING PLAN**

Ms. Bruno then discussed the new three year Marketing Plan which was developed with input from the Public Relations Advisory Committee. The three main goals of the plan are: 1) Promote statewide digital content and online services; 2) Increase awareness of the statewide services and opportunities available through the MBLC and its partners; 3) Assist the library community in promoting the statewide services and programs they receive through the MBLC and its partners.

Commissioner Caro moved and Commissioner Comeau seconded that the Massachusetts Board of Library Commissioners approve the Public Relations Advisory Committee’s 2014-2017 Marketing and Communications Plan.

**The Board voted approval.**

**CONSIDERATION OF APPROVAL OF MUNICIPALITIES MEETING THE REQUIREMENTS FOR FY2015 STATE AID TO PUBLIC LIBRARIES BASED ON ELIGIBILITY ESTABLISHED IN FY2015 FOR THE MUNICIPAL APPROPRIATION REQUIREMENT AND IN FY2014 FOR THE MINIMUM STANDARDS**

Liz Babbitt, State Aid Specialist, presented for certification 118 municipalities meeting the requirements for FY2015 State Aid to Public Libraries program.

She stated that one municipality (Berkley) used the accommodation for materials and five municipalities (Ashland, Bridgewater, Brockton, Norton, and Northbridge) used the accommodation policy for hours. Gardner is using the accommodation policy for materials and for hours. Therefore, these municipalities will receive a prorated award. She noted that Hopkinton is using population shift to meet hours.

Ms. Babbitt also noted that eight municipalities (Berlin, Carlisle, Middleton, Sherborn, Tisbury, Truro, West Bridgewater, and Wilmington) are using the flexibility option for hours.

Commissioner Comeau moved and Commissioner Kronholm seconded that the Massachusetts Board of Library Commissioners certify that the communities on the attached list have met minimum standards of free public library service and award each a FY2015 Library Incentive Grant, a FY2015 Municipal Equalization Grant and a FY2015 Nonresident Circulation offset in the indicated amounts, totaling $1,385,581.43 and authorize any additional FY2015 State Aid to Public Libraries disbursements that may be possible toward the end of the grant cycle.

**The Board voted approval.**

**Commissioner Cluggish abstained as to Wellesley.**

**Commissioner Shesko abstained as to Needham.**

Ms. Babbitt reminded the Commissioners that these awards are half payments. The remainder is paid at the end of the grant cycle.

Springfield City Library Assistant Director John Ramsay informed the Commissioners that, for the first time in seven years, the Springfield City Library will not require a waiver of the Municipal Appropriation Requirement.

**CONSIDERATION OF APPROVAL OF THE MATERIALS EXPENDITURE POLICY FOR FY2017**

Liz Babbitt, State Aid Specialist, presented for consideration the proposed Minimum Materials Expenditure Standard Calculation Policy for the FY2017 State Aid to Public Libraries Program. She stated that this policy was discussed at the September 4, 2014 Board meeting and by the State Aid Committee following the October 2, 2014 Board meeting.

Ms. Babbitt noted that the description of materials in section 2 was updated to reflect more modern formats but no substantive change was made to the policy.

Commissioner Caro moved and Commissioner Cluggish seconded that the Massachusetts Board of Library Commissioners adopt for the FY2017 State Aid to Public Libraries program the following proposed policy: Minimum Materials Expenditure Standard Calculation, as amended.

**FY2017 STATE AID TO PUBLIC LIBRARIES PROGRAM**

**MINIMUM MATERIALS EXPENDITURE STANDARD CALCULATION**

The minimum materials expenditure standard is computed for all municipalities using the amount appropriated by the municipality for operations and the percentage requirement as stated in regulation (MGL, c.78, s.19B; 605 CMR 4.01(5)).

Operating expenditures include:

1. Personnel

*Salaries only.*

2. Library Materials

*The cost of books, serials, audio materials, electronic, and other non-print materials that circulate to library patrons or are used by library patrons within the library. Included are online costs, (including money paid to networks for electronic content), and museum passes. Supplies used to prepare library materials for circulation are not included (e.g. bar codes, book pockets, etc.) and the monetary value of donated books may not be included.*

3. Other Operating Expenditures

*The current and recurrent costs necessary to support the provision of library services. These include expenditures made by the library that are not capital, personnel, or for library materials. Other operating expenditures include building maintenance, energy and utilities, network membership, supplies, repair or replacement of existing furnishing and equipment, and other miscellaneous expenditures.*

**Initial Approval of Policy: January 9, 1997**

**Revision of definition: November 6, 2014**

**FY2017 Approval Date: November 6, 2014**

**State Aid Policies are approved annually.**

**The Board voted approval.**

**CONSIDERATION OF ENDING CERTIFICATION FOR WAREHAM IN THE FY2014 STATE AID TO PUBLIC LIBRARIES PROGRAM AND NOT CERTIFYING FOR FY2015**

Mary Rose Quinn reported that, at their January 9, 2014 Board Meeting, Commissioners raised concerns about the Wareham Free Library’s 24.77% cut for FY2014, the need each year since FY2008 to seek a waiver of the Municipal Appropriation Requirement (MAR) to participate in the State Aid to Public Libraries Program, and the cumulative reduction to the library which has resulted in current funding that is more than 50% below the MAR.

On February 6, 2014, at the request of the Board, representatives from Wareham presented their FY2014 MAR waiver petition in person and discussed the ongoing and long term library budget difficulties and the cumulative and negative impact on hours, staffing, and services.

On March 6, 2014, Commissioners denied Wareham Free Library's petition for a waiver of the FY2014 Municipal Appropriation Requirement (MAR) which resulted in Wareham’s loss of certification in the State Aid to Public Libraries Program for Fiscal 2014.

On April 3, 2014, the Board heard an appeal of the waiver denial from Wareham officials who asked that the Board reconsider their decision pending the outcome of an anticipated Proposition 2½ override vote in June 2014 to restore funding to the library and other municipal budgets. The Board voted to rescind its earlier decision and granted Wareham a waiver with reservation and stipulations:

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.*

In June 2014, the voters in Wareham defeated the Proposition 2½ override. The Main Library is now open 18 hours a week (Thursday through Saturday) and the Branch Library is closed. The Library budget is $120,000. In July 2014, a letter was sent to Wareham reminding them of the waiver conditions and reviewing their options moving forward. In October 2014, Wareham submitted a Non-Participation form for the Fiscal 2015 State Aid Program which allows for a Board decision regarding certification at this meeting.

Commissioner Comeau moved and Commissioner Cluggish seconded that the Massachusetts Board of Library Commissioners rescind certification of the Municipality of Wareham as of November 6, 2014 in the State Aid to Public Libraries Program for FY2014 as a result of Wareham’s inability to meet the terms and conditions of its FY2014 Municipal Appropriation Requirement (MAR) waiver “with reservation and stipulations” and, further, the Board does not certify Wareham for the FY2015 State Aid to Public Libraries grant round.

**The Board voted approval.**

Commissioners Comeau stated that the Board needs to help Wareham find a path back to certification in the State Aid to Public Libraries Program. He suggested convening a small group of Commissioners and the Staff to meet with Wareham officials. Commissioner Cluggish supported this idea.

**CONSIDERATION OF APPROVAL OF THE FY2016 LIBRARY SERVICES AND TECHNOLOGY ACT (LSTA) DIRECT GRANT ROUND PROGRAM & BUDGET**

Cynthia Roach, Head of Library Advisory and Development, reported that, at its meeting of October 22, 2014, the State Advisory Council on Libraries (SACL) voted to forward the attached recommendation for the FY2016 Direct Grant program offered through the Library Services and Technology Act (LSTA). The documents for the FY2016 grant round are: LSTA Calendar, Program and Budget, Fact Sheets for each grant program, Letter of Intent form, Policies & Procedures, and Programs by Themes.

Ms. Roach relayed that, for this grant year, SACL recommends thirteen grant programs. She noted that Pathways to Success: Digital and Media Skills is a new offering. This grant program builds upon the Library for Job Seekers, World around Us and School and Academic Library Incentive grant programs. This program is open to any school, public or academic library that wants to implement a digital or media literacy project. You will notice that the Network Server and Connections Grant is not included in this year’s grant program. She informed the Commissioners that, with the increase in line 7000-9506, MBLC staff members have developed a new network infrastructure grant that will be presented later in the meeting.

Ms. Roach stated that SACL hopes that project topics on citizenship, civic engagement and staff development come in through the Innovative/Open Grant program. The Planning Committee for Preservation and Digitization should have new ideas for LSTA for next fall.

She noted that the Program and Budget Sheet includes funding for the Virtual Catalog. It is expected that the Commonwealth Catalog will roll out next spring. Ms. Roach mentioned that the $821,320 budgeted for the project will not have been entirely expended; there will be an estimated $80,000 remaining. SACL would like to see this carried forward to be sure that all expenditures for it have been met.

She stated that SACL was pleased to see increased funding for some programs this year; SACL believes that these selections offer a considerable variety of program opportunities for Massachusetts libraries.

Commissioner Cluggish moved and Commissioner Murphy seconded that the Massachusetts Board of Library Commissioners approve the Program and Budget for the FY2016 Library Services and Technology Act direct grant round in the amount of $1,021,519 as recommended by the State Advisory Council on Libraries and detailed in the accompanying documentation.

**The Board voted approval.**

**Commissioner Resnick abstained as to the Reader’s Advisory Program.**

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

Cynthia Roach called the Commissioners’ attention to a fact sheet for a new grant opportunity for the nine automated networks in Massachusetts, the “FY2015 Network Infrastructure” grant round, to be funded out of account 7000-9506. The proposed amount for FY2015 is $200,000.

An additional $800,000 in account 7000-9506, along with language that “not less than 600,000 be spent in support of library networks” allows the Board to bring this new grant opportunity forward in confidence that the MBLC is being responsive to the included budget language.

This grant provides the following advantages:

* A simple, formula-driven approach based on network memberships that don’t change significantly from year to year and is therefore highly predictable, allowing for improved network budgeting.
* Networks need not expend funds by the end of the fiscal year. Rather, funds can be placed in reserve or capital accounts in order to meet requirements over the full equipment lifecycle
* Awards will scale in a linear fashion based on the size of the network membership. This model accords well with large-scale network equipment purchases. Re-equipping a network with 50 outlets will cost approximately twice as much as a network with 25.

By not including new support in the Resource Sharing grants, for instance, stakeholders can point to a dedicated stream of funding for network infrastructure.

Commissioner Murphy moved and Commissioner Cluggish seconded that the Massachusetts Board of Library Commissioners approve the FY2015 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.**

**CONSIDERATION OF APPROVAL OF A LEGISLATIVE AGENDA FOR FY2016**

Chairman Shesko requested the vote since discussion was held earlier in today’s meeting.

Commissioner Cluggish moved and Commissioner Comeau seconded that the Massachusetts Board of Library Commissioners adopt the FY2016 Legislative agenda as presented with the amendments suggested by Commissioner Cluggish and Commissioner Caro.

**The Board voted approval.**

**REPORT FROM THE MASSACHUSETTS LIBRARY SYSTEM**

Gregory Pronevitz, Executive Director, Massachusetts Library System, provided the following update:

**Whately Facility**

MLS is holding the property off the market in anticipation of receiving an offer from the Town of Deerfield to purchase the facility in December.

**Small Library Forum**

MLS is pleased to co-sponsor this popular event with MBLC and have received requests to repeat it.

**Annual Meeting**

MLS held a well-received and well-attended Annual Meeting with the theme “Story Box: Telling Your Story” on November 3, 2014 at the College of the Holy Cross.

Betty Johnson, of the Griswold Memorial Library in Colrain was elected as Vice President, Tim Gerolami, Cape Cod Community College, as Secretary, and Albert Saul, Simpson, Gumpertz & Heger, as Treasurer. Two new Executive Board members will join next year: Mathew Berube of the Jones Library (Amherst) and Sharon Lux of the Fay School in Southborough; Patrick Marshall, Jonathan Bourne Library was reelected.

MLS was pleased to have several Commissioners and MBLC staff in attendance.

MLS awarded the Wellesley Free Library with MLS’s first Stronger Together award for their efforts in strengthening the Massachusetts library community.

**Purchasing Cooperative**

Catherine Utt and her team are hosting events to promote and educate members about the benefits and use of the coops. Ms. Utt is working with MHEC as they work to hire a library program specialist to put better focus on the library coop.

**Commonwealth eBook Collections (beta version)**

Steve Spohn and his team have continued meetings and communications with networks, groups, and libraries to encourage participation. The number of libraries committed to participation has grown to 255, including all CLAMS, FLO, and OCLN members.

**Northeast Resource Sharing Conference – February 24, 2015**

MLS is cosponsoring with the Boston Library Consortium a resource sharing conference and inviting libraries and consortia from around the northeast to explore opportunities for regional resource sharing.

**REPORT FROM THE LIBRARY FOR THE COMMONWEALTH**

Anna Fahey-Flynn, Collaborative Library Services Manager, Boston Public Library (BPL), reported that in FY2014 the BPL digitized a total of 55,896 books, photographs, maps, manuscript pages, and other cultural heritage items from collections across the Commonwealth. Of these items, 9,284 were digitized by and uploaded directly to the Internet Archive where they have been downloaded and/or accessed collectively 377,978 times as of 9/16/14. The Statewide digitization program at the BPL currently has 186 unique applicants.

She presented a demonstration of the Digital Commonwealth portal and highlighted the new features of the site.

Ms. Fahey-Flynn stated that usage of BPL’s online content is up 20%.

**COMMISSIONER ACTIVITIES**

Commissioners Caro, Cluggish and Murphy attended the Executive Committee at the Board offices on September 23, 2014 at which Richard Kobayashi and James Sutton from the Collins Center for Public Management at UMASS Boston were present to discuss the State Aid to Public Libraries whitepaper.

Commissioner Murphy attended the Trustee Orientation at Bolton Public Library on October 1, 2014.

Commissioners Caro, Kronholm, Murphy and Resnick participated in the materials discussion of the State Aid Review team in Carver on October 2, 2014

On October 8, 2014, Commissioner Resnick attended the WMLA Annual Meeting in Granby where she offered an MBLC status report.

Commissioner Resnick attended the Trustee Orientation in Pittsfield on October 14, 2014.

Commissioner Resnick attended the New England Library Association President’s Program on New England Centers for the Book at the NELA Conference in Boxborough on October 21, 2014.

Commissioner Cluggish spoke at the groundbreaking of the McAuliffe Branch Library in Framingham on October 23, 2014.

Commissioner Cluggish attended the Boston Book Festival 2014 in Copley Square on October 25, 2014

On October 27, 2014, Commissioner Resnick participated in the Network Planning follow up meeting.

On October 31, 2014, Commissioner Resnick participated by conference call in the Massachusetts Center for the Book board meeting.

Commissioners Kronholm and Resnick attended the Small Library Forum in Sturbridge on October 29, 2014

Commissioners Kronholm, Murphy and Resnick attended MLS's Annual Business Meeting at The College of the Holy Cross in Worcester on November 3, 2014.

**PUBLIC COMMENT**

There was no public comment.

**OLD BUSINESS**

There was no old business.

**ADJOURNMENT**

There being no further business, Chairman Shesko adjourned the November 6, 2014 monthly business meeting of the Board of Library Commissioners at 12:11 P.M.

Carol B. Caro

Secretary