MINUTES OF THE BOARD OF LIBRARY COMMISSIONERS

Date : July 14, 2016

Time : 10:00 A.M.

Place : Board of Library Commissioners

 Boston, Massachusetts

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

Absent : Alice M. Welch

**Staff Present:**

Dianne Carty, Director; Amy Clayton, Administrative Assistant; Celeste Bruno, Communications Director; Barbara Glazerman, Head of Operations and Budget; Rachel Masse, Assistant to the Director; Matthew Perry, Outreach Coordinator; Mary Rose Quinn, Head of State Programs/Government Liaison; Ruth Urell, Head of Library Advisory and Development; Erin Williams-Hart, Trustee/Friends Information Specialist

**Observers Present:**

Deborah Conrad, Administrator, SAILS, Inc.; Anna Fahey-Flynn, Collaborative Services Manager, Boston Public Library; Patricia Feeley, Collaborative Services Librarian, Boston Public Library (BPL); Gregory Pronevitz, Executive Director, Massachusetts Library System (MLS)

**Call to Order**

Chairman Cluggish called the meeting to order at 10:04 A.M. and welcomed attendees.

**Approval of Minutes- June 2, 2016**

Commissioner Comeau moved and Commissioner Murphy seconded that the Massachusetts Board of Library Commissioners approve the minutes for the monthly business meeting June 2, 2016, as corrected.

**The Board voted approval.**

**Chairman’s Report**

Chairman Cluggish reported that she attended the dedication to the Edgartown Public Library on Saturday, June 25, 2016 along with MBLC staff members Lauren Stara and Matt Perry. The $13,489,552 project was funded in part by a $5,002,139 grant from the Massachusetts Board of Library Commissioners (MBLC) through the [Massachusetts Public Library Construction Program (MPLCP)](http://mblc.state.ma.us/grants/construction/index.php). Chairman Cluggish spoke about the remarkable children’s department that was a makerspace and the button machine that allowed children to make their own buttons.

Chairman Cluggish spoke about attending Marlene Heroux’s retirement lunch on June 13, 2016 at the MBLC Offices.

Chairman Cluggish thanked Commissioner Caro for serving as Secretary and Commissioner Murphy for serving as Vice-Chairman.

**DIRECTOR’S REPORT**

Meetings since the last Board meeting.

* June 9, 2016- Hearing for State Aid regulatory changes
* June 10, 2016- MLA Executive Board meeting
* June 14, 2016- Hearing for State Aid regulatory changes
* June 21, 2016- Commonwealth eBook Collection Steering Committee meeting
* June 27, 2016- Summer Reading event at Adams Street Branch Library in Dorchester
* July 7, 2016- Statewide database procurement meeting
* July 14, 2016- Summer Reading Kickoff Program

On Friday, July 8, 2016 the Governor released what Director Carty referred to as his Veto budget. Since then MLA has sent out a message to ask for overrides of the 2 Local Aid lines, 9401—MLS/LFC and 9501—State Aid. The House will vote Thursday, July 14, 2016. Override votes must be completed by the end of the month.

The MBLC Strategic Planning Committee had a conference call meeting on June 27, 2016 prior to the Executive Board meeting. The Stakeholder’s survey was finalized and the RFR for a facilitator for several meetings including the summit scheduled for October 12, 2016 at the South Hadley Public Library.

This summer and fall MBLC staff will start on a study to help inform and improve Massachusetts Public Library Construction Program (MPLCP).   A space survey and analysis of the Commonwealth’s public libraries will be done and planning framework tool will be created to enable the MBLC to steer the construction grant program to assist libraries to better serve their communities.   This study will help in two ways.  First, it will provide, in one document, a comprehensive view of all public library buildings, so that individual needs and opportunities can be considered in light of all facilities across the Commonwealth. Second, a space planning tool will give the MBLC measurable criteria upon which to guide MPLCP going forward in decision making supporting major capital improvements to the Commonwealth’s libraries.

Edgartown Public Library held their dedication ceremony on Saturday, June 25, 2016. Commissioner Cluggish spoke and according to all reports, it could not have been a prettier day. Matt Perry and Lauren Stara also attended.

We have been notified by the Council of State Archivists that the Massachusetts Archives and its partners are the recipient of this year's Rising Star Award for the Massachusetts Municipal Clerks Archival Program project. The Awards Committee recognizes the importance of this training program as a state-wide program and a national model.

We are interviewing seven candidates for the position of Head of Operations and Budget. We plan to make a decision by the end of July.

Director Carty presented drafts of the FY2018 Legislative Agenda. Commissioners provided input and suggestions.

**LEGISLATIVE REPORT**

As of today’s Board Meeting, the Department of Revenue has not released the June monthly revenue figures, the fiscal 2016 totals or the mid-July numbers. The Governor has reduced the anticipated revenue figures for the Fiscal Year that just ended and has submitted a supplemental budget request to cover the expected deficit. He has also reduced the anticipated revenue numbers for Fiscal Year 2017. The revenue projection first reported last January of 4.3% for FY 2017 has been reduced to 2.8% growth according to the Governor.

Governor Baker vetoed $450,000 from the MBLC budget lines. Overall, he vetoed more than $264 million in all areas of the state budget. State Aid to Regional Libraries was cut $113,103, Worcester Talking Book Library was reduced $5,113 and Perkins lost $28,800, State Aid to Public Libraries was reduced by $102,993, and the Center for the Book’s $200,000 was eliminated. The Governor did not cut the Agency line which is in deficit as a result of prior year cuts nor did he reduce further 7000-9506, Technology and Resource Sharing. Line 9506 lost more than $652,000 in last year’s budget.

Overrides are initiated in the House, must be voted by roll call in formal session, and require a two-thirds majority vote. Because of the Republican Convention next week and the Democratic Convention the week following, the House and Senate have scheduled weekend formal sessions. Override votes could come as early as today but must be completed no later than July 31, 2016.

The Massachusetts Library Association will continue notifying the library community about the state of the budget votes and the impact on library budget lines using their online “Engage” system. The online announcements include the messages MLA wants library advocates to use when contacting their legislators and legislative leadership about statewide library funding.

There are a number of Library legislative meetings upcoming that may be of interest to Commissioners. The MLA Legislative Committee is meeting on July 15 at Minuteman Library Network headquarters in Natick; the New England Library Association’s Advocacy Summit is scheduled for July 19 in Boylston, and the MBLC and MLA PR Committees and the MLA Legislative Committee with be meeting jointly on July 28 in Dudley.

**Appointment of two people to the State Aid Task Force from the public library community for the purpose of evaluating and making recommendations regarding the Municipal Appropriation Requirement (MAR) and the State Aid waiver process.**

The State Aid Unit requests that the Commissioners approve two additional members to the State Aid Review Task Force which was approved and established by Commissioners at the April 2016 Board meeting. The Task Force members include directors from libraries that have had or currently have waivers of the MAR, a Trustee from a Library that has had waivers in the past, MBLC Commissioners and Staff.

The Task Force will study recommendations from the State Aid Review Committee regarding the Waiver process and the MAR calculation. Both require additional input from the library community, more focused research on current program elements, and a closer analysis of relevant data before a final determination about possible changes can be presented to the Board.

**Name Library Name Network**

Theresa Hurley, Director Lynn Public Library NOBLE

Mark Linde, Trustee Brockton Public Library OCLN

Commissioner Murphy moved and Commissioner Comeau seconded to approve two additional State Aid Review Task Force members from the public library community listed above for the purpose of evaluating and making recommendations regarding the Municipal Appropriation Requirement (MAR) and the State Aid waiver process.

**The Board voted approval.**

**Consideration of approval of FY2017 Library Services and Technology Act (LSTA) Grant Awards**

Ruth Urell, Head of Library Advisory and Development thanked the Board and she was excited about her first Board Meeting. Ms. Urell said that she was thrilled to be there and still learning. Ms. Urell thanked the LSTA Consultants Gregor Trinkaus-Randall, Shelley Quezada, Erin Williams-Hart, and Marlene Heroux for their work with LSTA. She noted that the program wouldn’t be a success without them.

Shelley Quezada, Consultant to the Unserved presented for consideration the recommendations of the State Advisory Council on Libraries (SACL) for the award of grants under the Library Services and Technology Act (LSTA) program for fiscal year 2017.

Ms. Quezada informed the Commissioners that thirty-six (36) applications were received. SACL reviewed and discussed each application in May. Two libraries withdrew their application and may reapply in the next grant round. Today, SACL is recommending that the Board provide funding for thirty-four (34) projects which fall within the financial constraints of LSTA funding.

Ms. Quezada noted that SACL’s recommendations are being presented as a series of twelve (12) motions identified as items a-l in the accompanying documentation.

**Citizenship Corners and Expanded Language Services**

This grant will help develop a range of services for New Americans. Libraries may choose to set up Citizenship Corners that provide dedicated space for circulating materials and informational resources on citizenship and other immigration related topics. This would include offering a series of workshops at least twice a year to understand the naturalization process.

The library could also seek to expand existing English as a Second Language classes or create a Conversation Circle program they could apply for the higher range of funds. This funding could be used for a part-time volunteer coordinator and to pay for support materials on English language instruction. Libraries would need to commit staff time to organizing and training volunteers and agree to designate at least one staff member as support for this program. In addition, the library would set up a Citizenship Corner and offer informational workshops. Libraries applying for the ESL support program would need to commit to a two-year time frame.

Commissioner Resnick moved and Commissioner Kronholm seconded that the Massachusetts Board of Library Commissioners approve the following Citizenship Corners and Expanded Language Services Grants totaling $30,000 to start no earlier than October 1, 2016.

|  |  |
| --- | --- |
| **Agency** | **Amount Recommended** |
| Chelsea Public Library | $15,000 |
| Thomas Crane Public Library, Quincy | $15,000 |
| **Total:** | **$30,000** |

**The Board voted approval.**

**Customer Experience in a Digital Age Grant Program**

This grant program provides the funding for library training in basic customer service and the use of emerging technologies and digital media in the provision of that service. Libraries will agree to conduct some kind of pre- and post-survey of the community as a part of this project. In addition, awardees will commit to incorporating best practices in technology planning including assessment and evaluation of current policies related to customer service. Libraries are encouraged to partner with local high schools, colleges or other institutions that can provide technical advice and assistance.

Commissioner Oschenbein moved and Commissioner Comeau seconded that the Massachusetts Board of Library Commissioners approve the following Customer Experience Grants totaling $27,985 to start no earlier than October 1, 2016.

|  |  |
| --- | --- |
| **Agency** | **Amount Awarded** |
| Marstons Mills Public Library, Barnstable | $10,000 |
| Somerville Public Library | $9,109 |
| Sunderland Public Library | $8,876 |
| **Total:** | **$27,985** |

**The Board voted approval.**

**Financial Literacy for All Ages**

This grant will help libraries to strengthen their role as a resource for improving financial literacy in their community or organization. The goal of this grant is to enhance or develop up-to-date multi-media consumer financial literacy collections. Provide staff training on financial information resources, including, but not limited to statewide library resources, to successfully address patron inquiries. Plan and hold workshops and programming to meet the needs of the project audience. Create/update library web page(s) relevant to the grant theme that highlights financial education resources and programming, including links to statewide databases. Provide opportunities for the project audience to learn skills to enable them to make informed choices regarding their financial planning and needs. Collaborate with appropriate municipal government departments, local community organizations, educational institutions and businesses. Libraries are also encouraged to form an advisory group with these organizations as well as a member of the project audience as appropriate to help the library carry out the grant.

Commissioner Caro moved and Commissioner Comeau seconded that the Massachusetts Board of Library Commissioners approve the following Financial Literacy for All Ages Grant totaling $6,300 to start no earlier than October 1, 2016.

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| **Agency** | **Amount Awarded** |
| Maynard Public Library | $6,300 |
| **Total:** | **$6,300** |

**The Board voted approval.**

**Framework for Health Literacy**

This grant will help libraries to strengthen their role as a resource for improving the health literacy in their community or organization. The goal of this grant is to enhance or develop up-to-date multi-media consumer health collection. Provide staff training on health information resources, including, but not limited to statewide library resources, to successfully address patron inquiries. Plan and hold workshops and programming to meet the needs of the project audience. Create/update library web page(s) relevant to the grant theme that highlights health resources and programming, including links to statewide databases. Provide opportunities for the project audience to learn skills to enable them to make informed choices regarding their health decisions. Collaborate with appropriate municipal government departments, local community organizations, educational institutions and businesses. Libraries are also encouraged to form an advisory group with these organizations as well as a member of the project audience as appropriate to help the library carry out the grant.

Commissioner Murphy moved and Commissioner Caro seconded that the Massachusetts Board of Library Commissioners approve the following Framework for Health Literacy Grants totaling $15,000 to start no earlier than October 1, 2016.

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| --- | --- |
| **Agency** | **Amount Awarded** |
| Stoneham Public Library | $7,500 |
| West Tisbury Free Public Library | $7,500 |
| **Total:** | **$15,000** |

**The Board voted approval.**

**Innovative/Open Projects**

This category is being offered to allow librarians to satisfy needs that are not now being met by current programs. It has always been a priority of the federal program to encourage innovation and risk taking. It is also an interest of the Massachusetts Board of Library Commissioners to provide librarians with opportunities to help fulfill their long range plan goals and objectives. The Innovative program will allow applicants to apply new methods to solve problems, build programs, and best carry out their library’s mission and plan. These projects must meet the needs of a specific target audience. Applicants can seek awards for projects that otherwise do not fall under the current LSTA program offerings, whether the project is innovative or a project that is being adapted. The Innovative Program offers libraries an opportunity to exercise maximum creativity to implement unique services in a flexible and collaborative grant-making environment.

Commissioner Shesko moved and Commissioner Murphy seconded that the Massachusetts Board of Library Commissioners approve the following Innovative Projects totaling $54,691 to start no earlier than October 1, 2016.

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| **Agency** | **Title of Project** | **Amount Awarded** |
| Cotuit Library, Barnstable  | Computer Coding Camp | $7,956 |
| Boston Public Library | Engineering is Everywhere | $7,500 |
| Merrimack College, McQuade Library, North Andover | STEMsmart Teacher | $7,860 |
| Shrewsbury Public Library | Good Day Memory Café  | $10,000 |
| Weymouth Public Libraries | All Aboard, Greenbush!: One Train, One Book | $21,375 |
| **Total:** | **$54,691** |

**The Board voted approval.**

**Jobs/Career Information at Your Library**

This grant will help libraries to provide services and resources to carry out programming aimed at serving the needs of job and career seekers in their communities. The goal of this grant is to enhance or develop up-to-date multi-media consumer financial literacy collection. Provide staff training on financial information resources, including, but not limited to statewide library resources, to successfully address patron inquiries. Plan and hold workshops and programming to meet the needs of the project audience. Create/update library web page(s) relevant to the grant theme that highlights financial education resources and programming, including links to statewide databases. Provide opportunities for the project audience to learn skills to enable them to make informed choices regarding their financial planning and needs. Collaborate with appropriate municipal government departments, local community organizations, educational institutions and businesses. Libraries are also encouraged to form an advisory group with these organizations as well as a member of the project audience as appropriate to help the library carry out the grant.

Commissioner Comeau moved and Commissioner Kronholm seconded that the Massachusetts Board of Library Commissioners approve the following Jobs/Career Information at Your Library Grant totaling $6,288 to start no earlier than October 1, 2016.

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| **Agency** | **Amount Awarded** |
| Framingham State University, Henry Whittemore Library | $6,288 |
| **Total:** | **$6,288** |

**The Board voted approval.**

**Mind in the Making**

This grant allows public libraries to carry out a program to establish or enhance play spaces for children ages 0-6 in public libraries. These play spaces are aimed at early learning and social interaction among children and their caregivers. Funds may be used to support a limited amount of additional staff hours.

Suggested components include:

* Create an interactive play and flexible learning space that may include an interchangeable or rotating space for a post office, store, kitchen or school. An area may be set up to include a writing center, art cart and a special area designated for babies.
* Materials may be purchased in support of emergent reading, writing, and fine motor skills. These activities will help develop the young child’s imagination and cognitive development.
* Space designated for tinkering and invention. Children will be encouraged to explore in tactile, real ways about simple concepts that are presented. Tinkering fuels a child’s natural curiosity about life but can also teach valuable lessons by helping develop fine motor skills, problem solving abilities, and peer relationships.
* Complementary activities could include development of a Countdown to Kindergarten program, family programs on “Brain Building in Progress” or creation of Creativity Kits to be borrowed by parents and caregivers and used in local preschools.
* Funds can be used to develop collections of print and digital materials and realia such as maker and DIY kits e.g. Snap Circuits, Little Bits. Small interactive panels such as those developed by Burgeon group or created by local craftsmen could be placed on shelving units to provide independent opportunities for hands-on learning.

Commissioner Kronholm moved and Commissioner Shesko seconded that the Massachusetts Board of Library Commissioners approve the following Mind in the Making Grants totaling $82,500 to start no earlier than October 1, 2016.

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| **Agency** | **Amount Awarded** |
| Jones Library, Amherst | $10,000 |
| Woods Memorial Library, Barre | $10,000 |
| Bellingham Public Library | $10,000 |
| Concord Free Public Library | $7,500 |
| Framingham Public Library | $7,500 |
| Northborough Public Library | $10,000 |
| Somerset Public Library | $10,000 |
| Swampscott Public Library | $7,500 |
| Vineyard Haven Public Library, Tisbury | $10,000 |
| **Total:** | **$82,500** |

**The Board voted approval.**

**Preservation Assessment Grant Program**

Libraries will contract with an outside consultant to conduct a preservation survey of their collections and buildings. The purpose is to determine individual item conservation requirements and needs for proper storage, care and handling. The survey will result in a description of the problems observed and recommendations on how to rectify them and how to proceed to develop a long-range preservation plan to extend the life of their holdings. Each library will then develop an action program, based on the survey’s recommendations that will address these issues.

Commissioner Resnick moved and Commissioner Murphy seconded that the Massachusetts Board of Library Commissioners approve the following Preservation Assessment Grants totaling $16,800 to start no earlier than October 1, 2016.

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| **Agency** | **Amount Awarded** |
| Memorial Hall Library, Andover | $4,200 |
| Thomas Crane Public Library, Quincy | $4,200 |
| Tyngsborough Public Library | $4,200 |
| Worcester Public Library | $4,200 |
| **Total:** | **$16,800** |

**The Board voted approval.**

**Reader’s Advisory Grant Program**

While the library community has spent the past decade or longer wrestling with issues of new technology, many traditional services, such as reader’s advisory services, have gone by the board. Moreover, many library staffs do not feel confident in their abilities to match a person with the right book. While new databases such as “Novelist” and “What Do I Read Next?” are now available, many staffs have not received training in their use, nor do they feel secure in their ability to help a patron use these new electronic tools.

This program will provide funds for training staff in the use of electronic and print reader’s advisory tools. To enhance staff members’ ability to match the appropriate book with the reader, libraries receiving funding will be requested to study a selected genre and reader’s advisory techniques during the course of the project year.

Commissioner Oschenbein moved and Commissioner Caro seconded that the Massachusetts Board of Library Commissioners approve the following Reader’s Advisory Grant totaling $7,500 to start no earlier than October 1, 2016.

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| **Agency** | **Amount Awarded** |
| Westwood Public Library | $7,500 |
| **Total:** | **$7,500** |

**The Board voted approval.**

**Science is Everywhere: Supporting Science, Technology, Engineering & Math (STEM) Programs in Libraries Grant**

Public or school librarians working with a science educator as well as local business or industry can offer programs and materials that stimulate creativity and promote innovation. Students can take an early look at “frontier occupations” such as alternative energy, green transportation, biotechnology, nanotechnology, robotics or aquaculture. Library programs can offer materials that help improve non-fiction reading as well as providing a place to explore hands-on STEM activities outside the classroom in a setting that is both fun as well as informative.

Commissioner Caro moved and Commissioner Murphy seconded that the Massachusetts Board of Library Commissioners approve the following Science is Everywhere Grants totaling $22,500 to start no earlier than October 1, 2016.

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| **Agency** | **Amount Awarded** |
| Melrose Public Library | $7,500 |
| Montague Public Libraries | $7,500 |
| Needham Free Public Library | $7,500 |
| **Total:** | $22,500 |

**The Board voted approval. Commissioner Shesko abstained.**

**Serving People with Disabilities Grant Program**

Many residents of Massachusetts cannot fully utilize libraries for a variety of reasons including disabling conditions such as visual, hearing and mobility impairments. Moreover, many libraries lack adaptive equipment, have inadequate library collections, and staff may lack the appropriate training to serve a more diverse group of library users. The MBLC has encouraged all types of libraries to consider their role as an information access point for all, including those members of the community who are traditionally under-represented among library users.

Commissioner Murphy moved and Commissioner Kronholm seconded that the Massachusetts Board of Library Commissioners approve the following Serving People with Disabilities Grants totaling $24,889 to start no earlier than October 1, 2016.

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| **Agency** | **Amount Awarded** |
| Oak Bluffs Public Library | $15,000 |
| Paul Pratt Memorial Library, Cohasset | $9,889 |
| **Total:** | **$24,889** |

**The Board voted approval.**

**Serving ‘Tweens and Teens Grant Program**

Across Massachusetts, eager and hopeful teens enter the library each afternoon, looking for a place to be with their friends, to relax and to work on homework. They may also be seeking a place to expand their world, to volunteer in the community, and to pursue new projects. The need for programs and services for middle school and senior high school age students is apparent. The average school day ends between two and three in the afternoon and almost every teenager in America must find somewhere to go and something to do after school. At-risk, underserved youth need programs that intervene before these adolescents get into trouble. The purpose of this LSTA program is to help public libraries develop innovative programs and strategies to serve their “tweens and teens.”

Commissioner Shesko moved and Commissioner Murphy seconded that the Massachusetts Board of Library Commissioners approve the following Serving ‘Tweens and Teens Grant totaling $15,000 to start no earlier than October 1, 2016.

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| **Agency** | **Amount Awarded** |
| South Hadley Public Library | $15,000 |
| **Total:** | **$15,000** |

**The Board voted approval. Commissioner Resnick abstained.**

**Consideration of a Board Policy on Budget Revisions for Regional Library Systems**

Director Carty presented the Board Policy on Budget Revisions for Budget Line Item Programs incorporating changes suggested at the June 2, 2016 meeting of the Board. The wording was changed to reflect the Massachusetts Regional Library System, Library for the Commonwealth, and Center for the Book.

Commissioner Caro moved and Commissioner Resnick seconded that the Massachusetts Board of Library Commissioners approves the Policy on Budget Revisions for Budget Line Item Programs as presented.

**The Board voted approval.**

**REPORT FROM THE MASSACHUSETTS LIBRARY SYSTEM**

MLS Executive Director Gregory Pronevitz reported on the following items:

**Budget Update**

The Governor has performed a line item veto on our line 7000-9401 State Aid to Regional Libraries. The result of this veto is a $113,000 reduction to the MLS budget in fy2017 and no change to the budget for the Library for the Commonwealth (which shares this line) because the per capita figure was not changed.

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| **Fiscal Year 2017 Budget Summary (000s)** |
|  | **Account** | **FY2017 Conference** | **FY2017 Vetoes** | **FY2017 GAA** |
| 7000-9401 | Regional Libraries Local Aid | 9,883 | -113 | 9,770 |

Mr. Pronevitz submitted an impact statement, as follows, for consideration by the legislature:

The Massachusetts Library System has been experiencing significant cost increases due to the implementation of the new Massachusetts minimum wage which has increased the cost for delivery of 7 million interlibrary loans each year. Labor costs for the 60 employees at our contractor have increased by more than one-third. Because of this we are shorthanded in the training/consulting area and we will be further shorthanded with this $113,000 reduction that will delay filling a vacancy until funding is restored. MLS trainings will be reduced by 25-35 sessions and our consulting services by 60-90 per year impacting hundreds of libraries that will be denied necessary training and consulting services. An already overworked staff will be further pressured.

**Committee Reports**

**Strategic Planning**

* MLS is planning a number of events in the development of our Strategic Plan 2017-2019.  The MLS Executive Board will review and finalize the draft Strategic Plan-2016-2019 at its August 15, 2016 meeting.  We’ve scheduled a series of Town Hall Meetings to present and discuss the plan with members and stakeholders.  Please join us at one of these in-person or online events.
* The membership will be asked to endorse the plan at our November 7, 2016 Annual Meeting at the College of the Holy Cross.
* Implementation Meeting will be held 12/2 at the Beechwood Hotel in Worcester (invitation only for staff, Executive Board, Committees, and invited stakeholders).

**Nominating Committee**

The Committee is evaluating 11 responses for two upcoming Executive Board vacancies and plans to make recommendations to the Executive Board by September for a slate to be presented to the membership at the November 7, 2016 Annual Meeting.

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| **Name** | **Library** |  **Municipality**  |
| Margot Malachowski, Chair | Bay State Health |  Springfield |
| Steve Mazzulli | North Quincy HS |  Quincy |
| Anne Meringolo | NE Historical Genealogical Society |  Boston |
| Pat O’Leary | Weymouth Public Library |  Weymouth |
| Greg Pronevitz | MLS |  MLS Ex Officio |

**Patron Information Sharing Study Task Force**

This sixth-month task force held its initial meeting in June and plans to meet monthly to meet the tasks outlined in its charge with a priority to seek ways for libraries to share information that will protect staff, patrons, and property. We’ll be working with members, stakeholders, and outside experts to ensure that intellectual freedom and patron privacy are not compromised in this effort.

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| **Name** | **Library** | **Municipality** |
| Clayton Cheever, Chair | Thomas Crane Public Library | Quincy |
| Anne Clark | Brookline Public Library | Brookline |
| James Gleason, Clerk | Perkins Braille and Talking Book Library | Watertown |
| Jeanette Lundgren | CW/MARS | Worcester |
| Kevin MacKenzie | West Springfield Public Library | West Springfield |
| Brian Tabor | Forbes Library | Northampton |
| Victoria Woodley | Pollard Memorial Library | Lowell |
| Greg Pronevitz | MLS |  MLS Ex Officio |

**Personnel**

**Personnel Transitions**

* Brian Podesda joined MLS as IT Coordinator this month. He has strong IT experience in the not-for-profit and higher education arenas.
* Diana Davis, Consultant, has resigned due to illness.
* Hiring is in progress for several positions:

**Operations**

**Northampton Office**

* MLS-Northampton office opened in late June (Phase One for office space).
* Open house was held July 12, 2016.
* We await a response to application to cancel the mortgage loan for WMRLS by USDA.
* Renovations underway to prepare training room (Phase Two).

**Fiscal Management**

* Training is underway to implement new QuickBooks Online system to reduce costs and enhance reporting and accessibility by appropriate staff members.

**Upcoming Events**

**9/29 Teen Summit – Beechwood Hotel, Worcester**

**11/7 Annual Meeting (John Palfrey, Keynote) – Holy Cross, Worcester**

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| **Strategic Planning Meetings****Town Hall Meetings**8/17 Pittsfield PL at 10:30-12:308/18 MLS-Northampton 10-128/19 Middleton PL 10-12 8/22 Plymouth PL 10-12. 8/23 Online Town Hall 10-128/26 Boston 10-12 (NE HisGen)9/7 MLS-Marlborough 4-69/12 Online Town Hall 4-6 | 9/12 Staff Town Hall 10-1211/7 Annual Meeting (endorse plan)12/2 Implementation Conference (Invitation only: Staff, Board, Committees, Stakeholders) |

**REPORT FROM THE LIBRARY FOR THE COMMONWEALTH**

Anna Fahey-Flynn, Collaborative Services Manager at Boston Public Library, reported on the huge success of the Johnson Building opening on July 9, 2016. Some of the highlights were the New & Novel section (reader’s advisory department) which is organized like a book store with no shelves, but instead displays. Patrons were standing around talking about books with each other and our BPL staff. One staff member called it “Heaven.” There are also bathrooms on every floor and outlets everywhere.

Digital Partners space isn’t ready yet but finally proper space for Digital Public Library of America (DPLA) and Internet Archive as well as 4 camera rooms for our digital imaging team. Multiple camera rooms mean we can use all the cameras at once due to lighting issues.

Ms. Fahey-Flynn reported that she and David Leonard have both joined MLA legislative Committee and are committed to working with state partners, especially MLS to advocate for together for state funding.

Due to high probability of level funding of FY17 LFC, the newspaper digitization project may not start in FY17 after all. We have gotten a demo that we can use to advocate for FY18 funding. We may still be able to find alternate funds, but nothing is certain right now.

**Liaison Report**

Commissioner Caro reported an Open House at Perkins School on Thursday, July 28, 2016 from 4-6.

**COMMISSIONER ACTIVITIES**

Commissioner Resnick

* June 21, 2016- State Aid to Public Libraries Hearing in Holyoke
* July 12, 2016- MLS Open House in Northampton
* Reader’s Advisory at Simmons West
* July 14, 2016- Summer Reading Kick-Off, Wakefield

Commissioner Ochsenbein

* July 14, 2016- Summer Reading Kick-Off, Wakefield

Commissioner Caro

* June 27, 2016- Pre-Bruins Kick-Off to Summer Reading with Jimmy Hayes at the Adams Street Branch of the BPL
* June 27, 2016- Executive Committee
* July 9, 2016- Opening of the Boston Public Library, Johnson Building

Commissioner Murphy

* June 8, 2016- State Aid to Public Libraries Hearing at CLAMS Network
* June 9, 2016- State Aid to Public Libraries Hearing in Rowley

Commissioner Shesko

* June 6, 2016- State Aid to Public Libraries Hearing in Middleborough
* Marlene Heroux’s retirement

Commissioner Kronholm

* Reappointed to the Board on June 9, 2016

Commissioner Cluggish

* July 9, 2016- Opening of the Boston Public Library, Johnson Building
* June 27, 2016- Executive Committee

**PUBLIC COMMENT**

There was no public comment.

**OLD BUSINESS**

There was no old business.

**Election of Officers for FY2017**

Chairman Cluggish relayed that **s**he had requested that Commissioner Caro be a nominating committee for Board Officers for FY2017.

Commissioner Caro stated that, after consultation with the current Executive Committee and all the Commissioners, she is presenting the following slate for Board consideration: Commissioner Cluggish for the office of Chairman, Commissioner Resnick for the office of Vice Chairman, and Commissioner Ochsenbein for the office of Secretary.

Hearing no objections, Commissioner Comeau moved and Commissioner Murphy seconded that the Board of Library Commissioners’ Secretary cast one vote on behalf of the entire Board for the slate as presented.

**The Board voted unanimous approval.**

**Commissioner Cluggish was elected Chairman, Commissioner Resnick was elected Vice Chairman, and Commissioner Ochsenbein was elected Secretary for FY2017.**

**ADJOURNMENT**

There being no further business, Chairman Cluggish adjourned the July 14, 2016 monthly business meeting of the Board of Library Commissioners at 11:35 A.M.



Carol B. Caro

Secretary