MINUTES OF THE BOARD OF LIBRARY COMMISSIONERS

Date : November 7, 2019

Time : 10:00 A.M.

Place : Fitchburg Public Library

Fitchburg, Massachusetts

Present : Roland A. Ochsenbein, Chairman; Mary Ann Cluggish, Vice Chairman; Deb Abraham; Les Ball; Philip Madell, Esq.; Gina Perille; N. Janeen Resnick

Absent : Mary Kronholm, Secretary; Stacy DeBole

**Staff Present:**

James Lonergan, Director; Liz Babbitt, State Aid Specialist; Celeste Bruno, Communications Director; Andrea Bunker, Library Building Specialist; Kate Butler, Electronic Systems Specialist; Tracey Dimant, Head of Operations and Budget; Rob Favini, Head of Library Advisory and Development; Rachel Masse, Assistant to the Director; Matthew Perry, Outreach Coordinator; Mary Rose Quinn, Head of State Programs/Government Liaison; Lauren Stara, Library Building Specialist

**Observers Present:**

Sharon Bernard, Library Director, Fitchburg Public Library; Mayor Stephen DiNatale, Mayor, Town of Fitchburg; Catherine Halpin, Collaborative Library Services Coordinator, Boston Public Library (BPL); Lee Anne Hooley, Head Librarian, Worcester Talking Book Library; Joanne Huse, Trustee, Fitchburg Public Library; Marie Letarte Mueller, Library Director, Bigelow Free Public Library, Clinton; Jeanette Lundgren, Network Administrator, C/W MARS, Inc.; Mary Rice Hurley, Trustee, Fitchburg Public Library; Sarah Sogigian, Executive Director, Massachusetts Library System (MLS)

**Call to Order**

Chairman Ochsenbein called the meeting to order at 10:06 A.M.

**Approval of Minutes: October 3, 2019**

* Page 5, lines 3-5, remove state abbreviations
* Page 19, line 32, should read “the following nine”
* Page 21, line 19, typo should be DESE

Commissioner Resnick moved and Commissioner Ball seconded that the Massachusetts Board of Library Commissioners approves the minutes for the monthly business meeting on October 3, 2019 with corrections.

**Board voted unanimous approval.**

**Chairman’s Report**

Chairman Ochsenbein presented the following report:

Activities

I attended a Trustee Orientation on October 16, in Chelmsford and welcomed participants on behalf of the board.

I participated in the first Ad Hoc Bylaw Review Committee discussion (a conference call), on October 25. This was an initial organizational meeting. The next meeting of the group was set for immediately following the November 7 (today’s) Board Meeting.

I participated in the Executive Committee conference call on October 29. In addition to the usual activity of setting the monthly meeting agenda, we discussed a request to investigate the possibility of audio taping board meetings. At the direction of the Director, staff contacted a Senior Attorney for the Office of the Secretary of the Commonwealth, Public Records Division to request information regarding guidelines for meeting recording, and learned of several areas to review and be aware of when discussing the request with Commissioners. These included requirements regarding the recording device, requirements regarding records retention and access, impact on the meeting dynamics, and the precedent it might set (no other state agency records regular meetings, according to the advising attorney). As a result of the information gathered, the Executive Committee recommends tabling the request at this time.

I delivered the MBLC Update at the Massachusetts Library System Annual Meeting at Holy Cross on November 4. Director Lonergan was at a COSLA meeting in Hartford and was unable to attend. The summary is that upon review it was a remarkably busy, productive, and successful 12 months for the MBLC and the library community since the last MLS Annual Meeting. The FY2020 operating budget for the MBLC was without doubt a major success. Three new Commissioners were appointed to the board. Programs such as LSTA grants, Trustee Orientations, partnerships with the Boston Bruins and the JKF Library and Museum, were all very successful, and perhaps none more so than the Summer Reading program in partnership with the Bruins, with approximately 500,000 participants! On the construction front, it was also a remarkably busy 12 month period. New or expanded libraries opened in Stoughton, Woburn, Leicester, Monterey and Cambridge (Valente Branch). Groundbreakings occurred at Weymouth, Erving, Norwell, Hadley, Medford and Grafton. Projects are currently under construction in Sherborn, Boston Public Library (Dudley Square Branch), Dartmouth (North Dartmouth Branch), Springfield (East Forest Park Branch), and Marlboro. And three communities approved funding to move new projects forward: Littleton, Sharon and Greenfield! In addition, we made progress toward a needed reauthorization of the construction bond to fund the current wait list and to initiate a new construction grant round at some point in the near future.

Finally, as part of the MBLC update I detailed the approved FY2021 Legislative Agenda, just released in October, which prioritizes State Aid to Public Libraries as the focus area for this year’s budget push.

I represented the board and spoke at the groundbreaking for the expansion and renovation of the beautiful Grafton Public Library on the historic Grafton Common. It was a wonderful event on a beautiful fall morning, full of community spirit and pride. Sen. Michael Moore and Rep. David Muradian were in attendance and spoke as well. Prior to the start of the event, I had an opportunity to speak with Rep. Muradian about the construction bond bill, currently in House Ways and Means where he is a member, and about the annual cap increase request.

Finally, I’d like to report that Commissioner Stacy DeBole has agreed to serve as Board Liaison to the Massachusetts Friends of Libraries (MFOL) and the Massachusetts Library Trustees Association (MLTA). Thank you, Commissioner DeBole.

**DIRECTOR’S REPORT**

Director Lonergan presented the following report:

Meetings/activities since the last Board meeting:

* October 3, 4, 8—Site visits to office spaces in Boston, Revere, Medford, Malden, Quincy
* October 7— MLS Executive Board meeting, Marlborough
* October 8—Staff outing to Adams National Historical Park
* October 15—Meeting with new A&F Analyst, Andrew Lyczmanenko
* October 16—Conference call with IMLS, Ohio and South Carolina state libraries re: ALA Mid-winter presentation
* October 18—Meeting with Maya Jonas-Silver, Director of Capital Planning and Long Term Obligations, A&F
* October 20—Presented at “State of the States” session at New England Library Association Conference, Mystic, Connecticut
* October 24—Meeting with Sasaki to view/discuss draft planning framework tool
* October 25—Bylaws Committee conference call
* October 29—IMLS eGMS (grants management system) webinar
* October 30—Webjuntion webinar: Public Libraries Partner to Respond to the Opioid Crisis
* October 30—MSLA Advocacy Summit (virtual)
* November 3-6—COSLA Fall Meeting, Hartford, Connecticut

The House Committee on Bonding, Capital Expenditures, and State Assets, has amended H. 4039,*An Act Financing the General Governmental Infrastructure of the Commonwealth,*toinclude $150 million for the Massachusetts Public Library Construction Program (MPLCP). This new amount would cover all of the MPLCP waitlist projects. The bill has been renumbered as H.4154 and has been referred to the House Ways and Means Committee. We are consulting with Reps. Natalie Higgins and Brian Murray, co-chairs of the House Library Caucus, regarding next steps, including whether they think there would be support for an amendment to our requested level of $250 million in the House Ways and Means Committee, of which they are both members, or on the House floor.

Tracey Dimant, Mary Rose Quinn, Lauren Stara, Andrea Bunker and I met with Maya Jonas-Silver, the director of Capital Planning and Long Term Obligations at the Executive Office of Administration and Finance (A&F) on Friday, October 18 to discuss possible changes to the MPLCP (particularly regarding our waiting list) to better align our program with the Commonwealth’s capital budget plan and to hopefully have the annual cap raised for FY2021.

**Trustee Orientations** continued in October, with the following sessions (Maura Deedy, Liz Babbitt, and Rob Favini presented):

* October 9 at Westfield Athenaeum, 24 attendees (Commissioners Resnick and Kronholm attended)
* October 16 at Chelmsford Public Library, 14 attendees (Commissioner Ochsenbein attended)
* October 30 at Williamstown Public Library, 8 attendees (Commissioner Resnick attended)

Rob Favini and Lyndsay Forbes recently met with Sarah Sogigian and Kristie Chadwick from MLS for initial planning of the Small Library Forum that will be held in the fall of 2020.

The State Advisory Council on Libraries meeting at the MBLC office on October 17 included the following highlights:

* Update on FY 19 Grants by MBLC staff, highlighting exemplary grant programming
* Recap of IMLS site visit by Rob
* Discussion of new grant offerings by MBLC staff
* Discussion of MBLC’s 2020 Census response by Maura Deedy

Shelley Quezada delivered an MLS Grant Writing Workshop on October 10 in Dennis, on October 18 in Bellingham, and on October 30 in Reading.

Maura Deedy attended the MLTA board meeting at the Shrewsbury Public Library on October 1 and updated the board on the FY2021 Legislative Agenda. MLTA is looking forward to sponsoring and assisting with legislative opportunities. Maura Deedy also attended the MFOL annual meeting and spoke about the FY2020 budget and the FY2021 Legislative Agenda.

Maura Deedy also attended New England Library Association (NELA) and moderated a panel on becoming a library director. Panelists included: Heather Blackman, Director at Hopkinton Public Library; Elaine Braithwaite, City Librarian, Bridgeport Public Library, Connecticut; and Rubi Simon, Director at the Howe Library in Hanover, New Hampshire.

Mini Grants: Last year the MBLC ran a pilot program that awarded grants in small amounts to libraries to fund summer reading activities. The idea behind the pilot was to test the responsiveness of the libraries to apply for, and successfully spend grants in the range of $500-$2000.

The mini grant pilot broke from the traditional direct grant program in the following significant ways:

* Grant applicants were not required to have a strategic or action plan on file with the MBLC
* A streamlined application process
* The mini grants broke from the direct grant award and disbursement calendar to better accommodate programming needs
* Grant award amounts were considerably lower than traditional direct grants as they are intended to support short term, specific programing

The pilot program proved to be successful on many fronts. About half of the applicants were first time participants in the mini grant program. In addition, we had a good number of small libraries apply. We believe this was due to the streamlined application process, and the lifting of the strategic plan requirement. We also saw that all grantees had no difficulty spending their awards in the shortened time frame.

Moving forward we will continue offering mini grants with slight modifications as needed. This year in addition to the summer reading mini grant we will be offering several mini grants to attendees of the upcoming MBLC/MLS *Libraries Respond to the Opioid Epidemic* symposium. We believe that pairing mini grants with MBLC programming will help attendees turn knowledge gained at events into action.

MBLC Commissioners will be asked to approve future mini grant rounds throughout the year as needed.

Massachusetts Public Library Construction Program (MPLCP):

October 16: Groundbreaking for new Hadley Public Library. The new building will take the place of the original Goodwin Memorial Library, which was built in 1902. The construction is taking place on a site directly behind the current building. The new design will replace the current three story building with an accessible one floor space that is double the size and features a large multipurpose meeting room, dedicated spaces for children and teens, and updated technology to meet the needs of Hadley’s residents. Commissioner Resnick spoke at the groundbreaking.

October 26: Dedication of the King Open and Cambridge Upper School complex, including the new Valente branch of the Cambridge Public Library. Many members of the Valente family were in attendance. Commissioner Ball spoke at the dedication. The library will officially open on November 5, and a second, informal library-specific celebration will be held on November 20 at 11am. The Valente branch is currently #15 on the waiting list for funding.

October 28: Littleton Town Meeting overwhelmingly approved the local funding for their new library (641-93). They have already been working on finalizing schematic design. The project fits into their current levy so no ballot vote is required.

October 28: Groundbreaking for the new Medford Public Library, which will be built on the current site of the old building, which is slated for demolition. The library is currently housed in temporary quarters on Boston Ave in West Somerville. Commissioner Cluggish spoke at the event.

The referendum vote for the Greenfield Public Library is taking place on November 5 (we will provide an update at our Board meeting).

Communications: Theteam finished the print version of the FY2021 Legislative Agenda and is currently working on the webpage for the agency site. The goal of the webpage is to provide further information about the state aid program that supports the four key points on the print version:

1) state aid increases access for all residents;

2) saves money;

3) can be used for any library related expense; but

4) state funding has not kept pace with local funding.

To that end, it will feature more quotes from library directors and will allow users to see how many items their local library received from other communities and how much money the community saved by being certified in the state aid program. The funding pie chart and the benefits of being certified in the state aid program will also be featured. The agenda was used at the Boston Book Festival and the public’s response was positive. The pie chart mentioned above really drives home the point that our statewide system needs more state funding.

Revisions and translations forLEA materials (library, eBooks, and audiobooks) were completed and libraries have started ordering. Bookmarks with brief instructions, posters and flyers are available in English, Spanish, Haitian Creole, and Mandarin Chinese. A template press release that libraries can use with their local media was also created as was an insert for libraries’ online newsletters. Libraries can download ready-made social media for LEA from the MBLC’s Awarehouse and use it to raise awareness about the new service. Staff also created a LEA webpage on the portal that features detailed information about the new program and FAQs. The team tested out the LEA bookmarks at the Boston Book Festival. Of the people we spoke to, few were aware of the new service but were excited about it. The team was able to walk people through the process right at the booth.

Libraries are currently ordering the new Commonwealth Catalog (ComCat) posters and other materials that feature the ComCat cat. New social media posts were also created. The team is also supporting the Opioid Symposium with the materials that will be used throughout the event, including a grant card that announces the MBLC’s LSTA mini-grants to support opioid response.

In support of the new LSTA grant round, the “We have a grant for that” social media and email campaign will begin today and a new LSTA brochure will be mailed to all libraries. Rob Favini and LSTA staff have been using the “Basics of LSTA” fact sheet at network and trustee meetings and news stories about current projects have been featured in the Libraries in the News email newsletter.

Staff also worked with Maura Deedy and Evan Knight on blog posts for the agency site that highlighted Friends of Library work in celebration of library Friends week; and also highlighted the Plymouth 400 celebration.

Lastly, the team coordinated the MBLC’s participation in the Boston Book Festival.  Commissioners Cluggish, DeBole and Madell helped get the Legislative Agenda into the public’s hands. The MBLC partnered with the Massachusetts Library System and staff from both agencies, along with Catherine Halpin representing the Massachusetts Library Association, staffed the booth and promoted statewide library services and the FY2021 Legislative Agenda with the public.

**LEGISLATIVE REPORT**

Mary Rose Quinn, Head of State Programs/Government Liaison presented the following report:

The Massachusetts Library Association (MLA) Legislative Committee has submitted a Massachusetts Library Association Conference program proposal for the Conference to be held this May in Hyannis. If accepted, the program will continue the topic from last year: how to advocate with your legislators. The MLA Legislative Committee continues to plan for Legislative Day at the State House. The Committee was unable to secure the Great Hall and the Grand Staircase spaces in March. Legislative Day will be held on Thursday, April 2, 2020. MLA and the Legislative Committee have begun training additional members on the “Engage” program in an effort to improve and expand advocacy and outreach to their membership and the library community.   
  
MLA and various working groups are looking for ways to join forces with other states to challenge MacMillan Publishing’s decision to limit access to new ebook titles. The Association is exploring legal options and may try to team up with the Rhode Island Library Association who has asked the Rhode Island Attorney General to weigh in. Key legislators at the federal level are also looking at filing legislation to address the e-book publishing controversy as an access and equity issue.

Legislative Breakfast season begins early in January and concludes usually in early March. Most breakfasts are scheduled for Fridays. The CLAMS network on the Cape is planning a luncheon at Brewster Ladies Library on January 10, 2020 and the Berkshire Breakfast is at the Monterey Library on January 31, 2020. The Plymouth Public Library is hosting an evening cocktail social on February 7, 2020 instead of a breakfast and the Clinton Library has scheduled a Breakfast on March 6, 2020. Commissioners will receive updates on these events and other breakfasts as they are scheduled and shared on MLA’s website. Commissioners will be asked to speak at these events to present the MBLC Legislative Agenda.

Commissioners will also be invited to attend the Massachusetts Municipal Association’s Annual Conference and Trade Show in January. The MBLC has a booth each year and we are hoping to be chosen to present a brief program on the exhibit floor about our Construction Program at this upcoming conference. This annual event is the best opportunity for MBLC Commissioners and Staff to reach out to municipal officials.

Maura Deedy spoke at the Massachusetts Library System’s Annual Meeting to update attendees on the 2020 Census. Maura also arranged for an information table at the MLS Annual Meeting staffed by Federal Census Partners. MBLC, MLS, and other Complete Count Committee members will host a Census information and training webinar on November 26, 2019.

October 2019 revenues of $2.028 billion were $115 million or 6.0% more than last October, and $39 million above benchmark. Income tax collections for October were $1.113 billion, $17 million or 1.5% below benchmark, but $39 million or 3.6% more than October 2018. Corporate and business tax collections for the month totaled $75 million, $26 million or 53.6% above benchmark, and $29 million or 62.9% more than October 2018. Sales and use tax collections for October totaled $599 million, $7 million or 1.2% below benchmark, but $26 million or 4.5% more than October 2018. The FY20 revenue benchmark of $30.099 billion was used in building the signed FY20 General Appropriations Act.

The House and Senate still have not reached agreement on the supplemental budget that will allow the state to close the books on FY 2019. The State Comptroller cannot close the accounts and complete the state’s fiscal annual report without legislative agreement and the Governor’s signature.

The House Committee on Bonding sent the Bond Bill, An Act financing the general governmental infrastructure of the Commonwealth, now numbered as H 4154, to Ways and Means with a favorable recommendation and an additional $50 million for library construction. This brings the total for library construction in the Bill to $150 million. A meeting has been scheduled with Representatives Higgins and Murray for next week to discuss whether the MBLC should continue to pursue an amendment on this bond in Ways and Means for the full $250 million originally requested or should the Board wait and request, through the Caucus, a bond bill from the Legislature next year for $100 million. The $150 million will provide enough funding to complete the waitlist but is insufficient to initiate a new grant round. There are a number of capital programs, including library construction, in the Bond Bill that are awaiting approval and funding and the Governor has indicated he wants authorization by the end of the Legislative Session in order to move ahead with the state’s capital projects.

**Consideration of approval of municipalities meeting the requirements for the FY2020 State Aid to Public Libraries based on eligibility established in FY2020 for the Municipal Appropriation Requirement and in FY2019 for the minimum standards**

Liz Babbitt, State Aid Specialist, provided an overview of the State Aid Program.

State Aid to Public Libraries is an annual, voluntary program administered by the MBLC that distributes local aid to municipalities. It encourages municipal support and improvement for public library service, bolsters reciprocal resource sharing among libraries, compensates for differences in municipal funding capacities, and offsets costs to libraries that circulate materials to patrons from other certified municipalities.

**Requirements**

A municipality and its library must be certified by the MBLC as meeting statutory and regulatory requirements to receive State Aid to Public Libraries funding. To be certified each fiscal year, a municipality and its library must:

* meet its Municipal Appropriation Requirement
* meet Minimum Standards of Free Public Library Service
* submit annual reports and forms to show compliance

**Funding**

State Aid funding is appropriated annually to the MBLC by the legislature.

**Disbursement of Awards**

After a municipality is certified to receive State Aid to Public Libraries, the MBLC disburses three awards: the Library Incentive Grant, the Municipal Equalization Grant, and Nonresident Circulation Offset.

Library Incentive Grant (LIG)- The LIG is disbursed to all certified municipalities based on their population. It encourages municipalities to support and improve public library service.

Municipal Equalization Grant (MEG)- The MEG is disbursed to all certified municipalities using a calculation based on the state lottery formula. This compensates for disparities among municipal funding capacities.

Nonresident Circulation Offset (NRC)- The NRC is disbursed to offset additional costs to municipalities whose libraries circulate materials to patrons of other certified Massachusetts municipalities.

Ms. Babbitt said that unfortunately Millville will not be back in the program this year. Hancock will be joining the program and they haven’t participated since 1975. There are 351 municipalities in the Commonwealth and 344 were certified. New Ashford has no library service.

This year there were seven accommodations for materials, five for hours, and thirteen applied for flexibility for the materials expenditure requirement.

Nineteen applications were received for waivers. Three libraries received additional funding so there are sixteen remaining. As of now only one municipality has a disproportional cut.

This is the first year of new five year State Aid waiver plan.

Ms. Babbitt then presented for certification 183 municipalities meeting the requirements for FY2020 State Aid to Public Libraries program.

Ms. Babbitt reminded the Commissioners that these awards are half payments. The remainder is paid at the end of the grant cycle. The total first half payments for the first group of municipalities is $2,721,072.68.

Commissioner Cluggish moved and Commissioner Resnick seconded that the Massachusetts Board of Library Commissioners certifies that the communities on the provided list have met minimum standards of free public library service and awards each a FY2020 Library Incentive Grant, a FY2020 Municipal Equalization Grant and a FY2020 Nonresident Circulation offset in the indicated amounts, totaling $2,721,072.68, and authorizes any additional FY2020 State Aid to Public Libraries disbursements that may be possible toward the end of the grant cycle.

**Board voted unanimous approval.**

**Consideration of approval of the FY2021 Library Services and Technology Act (LSTA) Direct Grant Round Program & Budget**

Rob Favini, Head of Library Advisory and Development presented the FY2021 LSTA Direct Grant Round:

The State Advisory Committee on Libraries (SACL) met on October 17 and discussed the FY2021 grant round. SACL is extremely pleased to present this grant round that includes 4 new programs that are added to the current grant offerings. The new programs are as follows:

* *At the Table: Culinary Literacy in your Community:* This grant will provide the opportunity for public libraries to promote culinary literacy in their communities.
* *Dig In!*: *Growing Libraries with Gardens and Nature-based Learning Spaces:* This grant will establish a garden at the public library that will serve as a teaching space. Projects should include a strong programming component with an emphasis on hands-on activities.
* *Managing Fine and Decorative Arts:* This grant will address the needs of public libraries to better understand their art collections, to enhance the preservation of those collections to their communities.
* *Protecting Priority Collections:* This grant will address the gap between Preservation Assessments and preservation actions.

The grant round will be announced next week with Letters of Intent due in early December; grant applications due in April. The budget for the FY2021 program is $500,000.

Commissioner Resnick moved and Commissioner Abraham seconded that the Massachusetts Board of Library Commissioners approves the Program and Budget for the FY2021 Library Services and Technology Act direct grant round in the amount of $500,000 as recommended by the State Advisory Council on Libraries and detailed in the documentation presented in agenda item six.

**Board voted unanimous approval.**

**Consideration of approval for the Library eBooks and Audiobooks (LEA) Content Grants**

FY2020 Library eBooks and Audiobooks (LEA) Content Grant

The Library eBooks and Audiobooks (LEA) Content grant provides networks participating in the LEA program with additional funds to purchase shareable eContent. These funds will directly support the continually growing demand for eBooks and Audiobooks across the Commonwealth.

Background

Three networks (SAILS, OCLN and Minuteman) piloted a new inter-network lending model with the vendor OverDrive beginning in the winter of 2017-18. The pilot allowed, for the first time, patrons of one network to check out eBooks and Audiobooks from the collection of another network. Over the course of the next year, the remaining automated networks having OverDrive collections joined the program. By May 2019, with the onboarding of the final two networks, the Library eBook and Audiobook (LEA) lending program was available statewide. In addition, the SAILS network serves as the access point through which MassCat members and unaffiliated libraries may participate. MLS manages these participants.

Purpose of this Grant Offering

The LEA program creates a statewide eContent system more closely approximating how books and other physical materials are shared. However, the current marketplace for digital books bears little resemblance to that for physical books and media. Prices and license periods for eContent are in constant flux, and often trend in ways harmful to library budgets. The LEA Content Grants funding, available for the first time in FY20, will significantly supplement networks’ own collection development purchases, will help reduce hold queues and patron wait times, and increase the breadth of the collection.

Procedures

Each network provides MBLC with title and holdings counts of their shareable OverDrive collection, and both the network spending and individual library spending on shareable content for the previous fiscal year. Items which are not shareable via LEA -- eMagazines, simultaneous use products, and OverDrive Advantage copies -- are not eligible for inclusion. Awards will be calculated with a common base amount for each network, with the remaining funds apportioned based on their provided data: 50% for total spending and 50% for holdings.

Common Base: The base amount for each network will be $10,000.

All funds must be spent on eContent that is shareable through the LEA program and must be fully expended by the end of the fiscal year in which they are awarded.

Reporting

At the end of each fiscal year, networks will provide a narrative and expenditure report showing how the grant funds were expended, along with lending statistics for their shareable eContent collections.

Eligible Applicants

The eight networks participating in LEA having their own OverDrive platforms are eligible to apply: CLAMS, CW MARS, MBLN, Minuteman, MVLC, NOBLE, OCLN and SAILS.

Commissioner Ball moved and Commissioner Resnick seconded that the Massachusetts Board of Library Commissioners approves the FY 2020 grant opportunity, funded out of account 7000-9506, for a total of $400,000 as described in the accompanying fact sheet: Library eBooks and Audiobooks (LEA) Content. The Board authorizes any additional FY2020 disbursements for 7000-9506 that may be possible toward the end of the grant cycle.

**Board voted unanimous approval.**

**Report from the Massachusetts Library System**

Sarah Sogigian, Executive Director presented the following report for MLS:

**Annual Meeting**

Our ninth Annual Meeting was held on Monday, November 4, 2019 at the College of the Holy Cross. Attendees participated in our annual business meeting, heard updates from MLS, MBLC, MLA Legislative Committee, and enjoyed presentations by Peter Sokolwoski, Lexicographer at Merriam Webster, and our 2019 Project SET Cohort.

The membership voted to approve the FY2021 Plan of Service and Budget as well as the Nominations for Executive Board and Board officers.

You can view the documents, as well as information on the presentations on our Resource Guide: http://guides.masslibsystem.org/Annual2019

**MLS Staff Update:**

Terry McQuown, our new Consulting and Training Services Director, joined MLS in November. Read more about Terry one our News site: https://www.masslibsystem.org/blog/2019/11/13/mls-welcomes-terry-mcquown/

And contact Terry at:

terry@masslibsystem.org

508.357.2121 x302

**MLS/MBLC partnerships:**

We’ve worked with MBLC staff on sharing news about the 2020 census, with presentations at MLS’ Annual Meeting and a webinar available to members across the state.

MBLC staff also continued their attendance at MLS Lunchtime Discussions.

Sarah Sogigian and Rob Favini at Southwick PL  
Sarah Sogigian and Lyndsay Forbes at Boylston PL

Michelle Eberle and Shelley Quezada are working on the Communities in Crisis event scheduled for November 15, 2019.

**Report from the Library for the Commonwealth**

Catherine Halpin, Collaborative Library Services Coordinator presented the following update:

* Boston Public Library went fine free for children and teens beginning November 1, 2019. Going forward, any card designated as a Juvenile or Teen card will not accrue fines for overdue materials. Youth will still be responsible for replacing lost or damaged items. On October 31, BPL cleared all fines, from overdue and lost items, from Juvenile and Teen cards as a one-time amnesty, giving them a clean slate to move forward with. We believe that going fine free for youth will make a strong impact as we aim to eliminate barriers to library use.
* The joint LFC and UMass Amherst presentation on Friday, October 11 was a success. About 40 people were in attendance and we got great feedback from participants. MLS supported this event with registration, promotion, and distributing materials shared at the event. Thanks to Sarah Sogigian for all her help, and her attendance that day. BPL presented about LFC and UMass shared a wide array of resources they have available to the public and offered a tour for about 15 people. This is an event we hope to do again.
* On October 17, we gave a presentation about LFC resources at the MVLC Reference Group meeting. There were about 20 reference librarians in attendance.
* BPL hosted a booth at Boston Book Festival, which we also used as a chance to promote our LFC work as visitors come in from around the state for this event.
* In response to the MacMillan eBook embargo, BPL addressed this issue in our most recent eNewsletter that reaches over 200,000 people. We have also added a banner to display on the desktop version of our OverDrive platform informing patrons of the publisher’s decision and link to a FAQ page on our website. From that webpage patrons are encouraged to share their feedback with MacMillan and Blackstone audio and sign the ALA #eBooksForAll petition.
* Tracey Dimant, from MBLC, visited the Central Library with Griffin Wong, Senate Ways and Mean Analyst. Catherine Halpin and Anna Fahey-Flynn gave them a tour and highlighted how LFC funds are used, but also concrete examples of how the other library budget lines support what we and libraries across the state do.

**Standing Committee and Liaison Reports**

**COMMISSIONER ACTIVITIES**

**Commissioner Madell**

* Attended the Boston Book Festival
* Participated in the Bylaws Committee Call

**Commissioner Resnick**

* Attended 2 Trustee Orientations; Westfield and Williamstown
* Spoke at the Hadley Groundbreaking
* Attend the WMLA Annual Meeting
* Planning to attend the Massachusetts Friends of Libraries Annual Meeting

**Commissioner Cluggish**

* Participated in Executive Committee Conference Call
* Attended the Boston Book Festival
* Spoke at the Medford Groundbreaking
* Attended the MLS Annual Meeting

**Commissioner Ball**

* Spoke at the Valente Branch, Cambridge Public Library Grand Opening
* Attended the MLS Annual Meeting
* Attended the Trustee Orientation in Middleborough

**Commissioner Perille**

* Attended the SACL Meeting
* Participated in the Bylaws Committee Call

**PUBLIC COMMENT**

**OLD BUSINESS**

There was no old business.

**ADJOURNMENT**

There being no further business, Commissioner Cluggish moved and Commissioner Resnick seconded to adjourn the November 7, 2019 monthly business meeting of the Board of Library Commissioners at 12:07 P.M.



Mary Kronholm

Secretary