**MINUTES OF THE BOARD OF LIBRARY COMMISSIONERS monthly regular meeting**

**Date:** Thursday, July 8, 2021

**Time:**  10:00 A.M.

**Place:**  Zoom Meeting

**Present:** Mary Ann Cluggish, Chair; Les Ball, Vice Chair; N. Janeen Resnick, Secretary; Deb Abraham; Vicky Biancolo; George Comeau, Esq.; Debby Conrad; Stacy DeBole; Mary Kronholm

 Les Ball joined meeting at 10:06 A.M.

**Staff Present:**

James Lonergan, Director; Liz Babbitt, State Aid Specialist; Celeste Bruno, Communications Director; Andrea Bunker, Library Building Specialist; Kate Butler, Electronic Services Specialist; Tracey Dimant, Head of Operations & Budget; Rob Favini, Head of Library Advisory and Development; Lyndsay Forbes, Project Manager and Grants Specialist; Paul Kissman, Library Information Systems Specialist; Rachel Masse, Assistant to the Director; Matthew Perry, Communications Specialist; Mary Rose Quinn, Head of State Programs / Government Liaison; Shelley Quezada, Consultant to the Unserved; Lauren Stara, Library Building Specialist

**Observers Present:**

Mary Ann Antonellis, Library Director, M.N. Spear Memorial Library, Shutesbury; Sharon Bernard, Library Director, Fitchburg Public Library; Jenn Bruneau, Library Director, Northborough Public Library; Jessi Finnie, Library Director, Scituate Town Library

Denise Gaffey, City Planner, Town of Melrose; Ron Gagnon, Executive Director, North of Boston Library Exchange (NOBLE); Carol Gray, Resident, Amherst; Catherine Halpin, Collaborative Library Services Coordinator, Boston Public Library (BPL); Marie Letarte, Library Director, Bigelow Free Public Library, Clinton; Catherine Mardula, Library Trustee, Tyringham Free Public Library; Sarah McKee, former Trustee and President of the Board of Trustees, Jones Library Inc., Amherst; Sharon Sharry, Library Director, Jones Library, Inc., Amherst; David Slater, Network Administrator, Old Colony Library Network (OCLN); Sarah Sogigian, Executive Director, Massachusetts Library System (MLS)

**Meeting called to order by Chair Cluggish**

Chair Cluggish called the meeting to order at 10:00 A.M.

Chair Cluggish stated that she is required to take a roll call of Commissioners to comply with the Open Meeting Law for remote meetings.

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| Commissioner Abraham- Yes  | Commissioner Cluggish- Yes | Commissioner DeBole- Yes |
| Commissioner Ball- Hadn’t joined meeting yet.  | Commissioner Comeau- Yes | Commissioner Kronholm- Yes |
| Commissioner Biancolo- Yes | Commissioner Conrad- Yes | Commissioner Resnick- Yes |

Chair Cluggish explained that she would be making a motion to comply with a consent agenda. A consent agenda is a board meeting practice that groups routine motions into the consent agenda. If there are no objections, the Chair can declare a motion passed, rather than counting votes for each motion separately.

Chair Cluggish moved to adopt a consent agenda for this meeting for agenda item #2, approval of minutes; agenda item #7a-m, Consideration of Approval of the FY2022 LSTA Grant Awards; agenda item # 8, Consideration of Approval of Board Policy on Budget Revisions; agenda item #9b, MPLCP Consideration of Approval of Library Green Incentive Award; agenda item #15, Election of Officers for FY2022; and agenda item #16 to adjourn the meeting.

Commissioner Comeau seconded.

Chair Cluggish asked for a roll call vote of the Commissioners for this motion.

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| Commissioner Abraham- Yes | Commissioner Cluggish- Yes | Commissioner DeBole- Yes  |
| Commissioner Ball- Yes | Commissioner Comeau- Yes | Commissioner Kronholm- Yes |
| Commissioner Biancolo- Yes | Commissioner Conrad- Yes | Commissioner Resnick- Yes |

**The motion passed.**

**Approval of Minutes from the regular monthly meeting: June 3, 2021**

Chair Cluggish asked for a motion to approve the minutes under the consent agenda.

Commissioner Resnick moved and Commissioner Comeau seconded to approve, with minor edits, the minutes from the June 3, 2021 Regular Monthly Meeting under the consent agenda.

**Hearing no objection, Chair Cluggish declared the motion passed under the consent agenda.**

**Chair’s Report**

Chair Cluggish presented the following report:

In the past month I participated in or observed the following virtual events:

* Statewide PR Committee Meeting
* MLA Legislative Committee meeting
* Executive board meeting

This past month has certainly had plenty of good news. It was topped off yesterday when we found out that we'll be meeting once again in libraries across the state, and that we'll have Summer Reading events at different libraries again. Summer Reading with the Bruins and Lauren Baker was the very best news of all. I hope you'll all be able to attend some of the Summer Reading events.

For a while in June, it seemed as if almost every day there was something to be glad about starting with the assurance that our Legislative Agenda was more than fully funded. This was followed up with a series of grant announcements due to the American Rescue Plan and the subsequent news about distribution of mobile hot spots.

It is my understanding that well over 3,000 mobile hot spots will be distributed to over 200 libraries in Massachusetts. This has definitely given Paul Kissman plenty to do; it's just a guess, but I suspect he has been working nights and weekends to make this happen. Kudos to Paul and Tracy for their efforts and also to Celeste and Matt Perry for their hard work in developing the Communications and PR around this wonderful news. The distribution of mobile hot spots should help considerably in areas where Wi-Fi and connectivity are difficult for students and many others who need reliable Wi-Fi to get their work done.

Next was the news that another component of the American Rescue Plan, the Emergency Connectivity Fund (ECF) enables public libraries to obtain laptop computers, chrome books or tablets at 100% discount for loaning to underserved patrons for use outside of the library. The fund is designed to mitigate homework and connectivity gaps. While the paperwork and reporting could be cumbersome (the ALA is working on it); the ECF is still welcome news.

In addition, the American Rescue Fund provided funding for direct grants to expand library services and resources specifically to “Communities Hardest Hit by COVID-19”.

Earlier just this week, Shelley Quezada sent out an email about scholarships for librarians in small public libraries made possible by the Massachusetts Library Aid Association. It is gratifying to see grant opportunities for areas that need **special help** after COVID-19, or in situations where ongoing needs have been exposed.

More good news in that the town of Norwell received an MBLC construction grant of $6,360,764, and their new triple the size library building had its grand opening on June 14. Les Ball spoke at the event representing the MBLC. A number of communities with new public libraries either in the pipeline or in planning stages, have recently been able to make incremental progress in their quest. Today Commissioners will have the delightful satisfaction of voting on another Provisional Construction Grant Award.

In general, the month of June was full of rewarding news for the MBLC. Staff put the opportunities in place for libraries, and then work to make them a reality. By extension, Commissioners can take pride in what the MBLC has accomplished.

Near the end of June, the American Library Association voted to adopt a 9th principle for the ALA Code of Ethics. It is so comprehensive and beautifully written that I want to share it with you. I find it both interesting and encouraging that they included it in the Code of Ethics.

It reads as follows:

**We affirm the inherent dignity and rights of every person. We work to recognize and dismantle systemic and individual biases; to confront inequity and oppression; to enhance diversity and inclusion; and to advance racial and social justice in our libraries, communities, profession, and associations through awareness, advocacy, education, collaboration, services, and allocation of resources and spaces.**

**Commissioner Reports**

**Commissioner Abraham**

* Attended reinventing libraries webinar
* ALA Annual Conference

**Commissioner Ball**

* Spoke at the dedication of the Norwell Public Library

**Commissioner Biancolo**

* June 7- PR Committee Meeting
* June 8- PR Subcommittee Meeting

**Commissioner Resnick**

* June 14 – Attended WMLA Board meeting to finalize arrangements for Summer Reading Incentives, virtual.
* June 22 – Attended Executive Committee meeting, virtual.
* July 7 - Attended Mass. Center for the Book/MBLC Exploratory meeting with Director Lonergan, virtual.

**DIRECTOR’S REPORT**

Director Lonergan presented the following report:

Meetings/activities since the last monthly Board meeting:

* June 14—MBLC Hotspot Lending Program Update and Q&A webinar
* June 14—MLS Executive Board meeting, virtual
* June 15—CWMARS Users Council meeting, virtual
* June 17—COSLA Equity, Diversity, and Inclusion working group, virtual
* June 23—Perkins Library Consumer Advisory Board meeting, virtual
* June 24—COSLA Member Update
* June 25—MLA Legislative Committee meeting, virtual
* June 28—National Book Festival discussion between Mass. Center for the Book & MBLC staff, virtual
* June 29—Communities Hard Hit by COVID-19 Information Session, virtual
* June 29—Customer Perspective Dialogue : MBLC, MLS, and Gale
* June 30—Future of Work Community of Practice meeting, virtual
* July 1—Census Bureau Data for Librarians webinar
* July 1—Phone call with John Chrastka, Executive Director, EveryLibrary
* July 7—ARIS Workshop
* July 7—Mass. Center for the Book/MBLC exploratory meeting, virtual

Regarding our **FY2022 operating budget**, Massachusetts began the new fiscal year on July 1 with a $5.4 billion interim budget that is in place until the end of July. Mary Rose will provide an update on the status of the FY22 budget during her report. On the capital side, we have been told that our annual cap for the MPLCP will remain at $20 million for FY2022.

**ARPA Funding**: Two major American Rescue Plan Act (ARPA)-funded initiatives progressed this month; our Wi-Fi Hotspot lending program and direct grants to Communities Hardest Hit by Covid-19 (CHHBC).

We completed negotiations with service providers, created program procedures and policies, gathered library feedback, and hosted a library community Q & A session that attracted 71 attendees. We will distribute over 3,000 T-Mobile hotspots to over 200 libraries across the state. The hotspots will be processed and shipped within the next few weeks. The MBLC is supporting this project using Institute of Museum and Library Services (IMLS) ARPA funds through the end of September 2022. Providing digital inclusion/increased connectivity is one of the primary guiding directives for ARPA funding from IMLS.

Many thanks to Paul Kissman, Tracey Dimant, and Tanesha Deane for their continued work on the hotspot project. Celeste Bruno and Matt Perry are also working with staff and the Statewide Public Relations Advisory Committee to develop a hotspot marketing plan. The goal is to get the hotspots to the people who need them the most. The plan includes developing materials in five languages that local libraries can use and using the consumer portal as a central location with up-to-date information for residents, reaching out to partners whose clients may benefit from the program, and targeting advertising in areas that receive a significant number of hotspots.

A second IMLS directive in spending ARPA funds applied to communities that were hard hit by COVID-19. The CHHBC Open Grant program seeks to deliver funding to the 20 communities throughout the Commonwealth that were identified by Governor Baker as being significantly hard hit by COVID-19. CHHBC grants ranging from $25,000 to $50,000 are available to these communities to fund programs that will help to expand library services and resources. The application process, contract execution and transfer of funds will be happening over the next two months. Lyndsay Forbes and Rob Favini held CHHBC grant sessions on 6/21 and 6/29.

Many thanks to Lyndsay Forbes, Amy Clayton, Tracey Dimant, and Tanesha Deane for quickly mobilizing this grant program. Much care was taken to streamline the application, contracting and reporting process to save participating libraries any added burden at a time when they are adjusting to opening to full building access.

Shelley Quezada and Rob Favini attended the **Massachusetts Library Aid Association (MLAA)** board meeting on June 8 to finalize their scholarship program for the Fall 2021 term. The MLAA is a private foundation. The purpose of this program is to subsidize training in library and information science for librarians and library staff who are presently employed in small Massachusetts public libraries. The MBLC has been affiliated with the MLAA since its foundation and staff serve as reviewers for their Scholarship Assistance and Continuing Education grants.

Paul Kissman co-hosted and participated in a Domestic Violence Legal Help Webinar on 6/15 with MBLC partners the Trial Court Law Libraries and the Social Law Library: <https://guides.mblc.state.ma.us/legal-reference/webinars>

Paul also coordinated and participated with Rob Favini on a call with representatives from the Metropolitan Area Planning Council (MAPC) to discuss ARPA funding programs, spending, and possible collaborations. He and Rob represented the MBLC at MAPC’s Regional Digital Access Meeting. This virtual meeting brought together 43 representatives from municipalities, planning commissions, state agencies and community organizations to discuss coordinated strategies to reduce the digital divide across the Commonwealth.

Maura Deedy and Rob Favini held a Trustee Information Session on library trustee roles and responsibilities for the Lilly Library (Northampton) Board of Trustees on 6/1. Maura also hosted a Trustee Deep Dive: Hiring a Director on 6/17 and a Friends Coffee Hour on 6/22.

Evan Knightmoderated a forum with Erin Kelly (Preservation Mass) titled “Preserving History” for the Mass History Alliance on June 25, which had 20 attendees <https://masshistorycommons.org/event/cafe-on-the-commons-preserving-history/>. Evan alsocoordinated a meeting with Katherine Stevens from Mass Humanities on 8/9 to discuss post pandemic federal funding and activities, strategies, and possible future collaboration. Rob Favini also attended.

Rob Favini wasinterviewed by GBH’s Liz Neisloss for a Greater Boston segment on our CARES Act-funded Teen Mental Health Training for librarians. Air date TBD.

Rob and Sarah Sogigian visited the Granville and West Springfield public libraries on 6/23, the Weymouth Public Library on 6/24, and the Forbush Memorial Library in Westminster on 7/7. They had planned to visit the Fobes Memorial Library in Oakham as well on 7/7 but will be rescheduling their visit.

The **Annual Report Information Survey** (ARIS) opened on July 1. The report is part of the State Aid to Public Libraries Program and must be completed each year for libraries to be considered eligible for State Aid in the current grant cycle. The deadline to submit the completed report is August 27. Liz Babbitt has conducted a number of workshops since mid-June to review the questions on this year’s survey, which has expanded to include several COVID-19 related sections. To-date attendance at the online training is 299 with one last class scheduled for July 13. There are still several seats available for the upcoming ARIS workshop and there is a recording of a recent training posted online for those who were unable to attend one of the live online sessions. Those interested in participating in the final ARIS workshop should contact Uechi Ng at uechi.ng@mass.gov.

**MPLCP**: We received Letters of Intent for the Small Library Pilot project from four towns: Chester; Florida; Otis; and Shutesbury. Our library building consultants are scheduling preliminary interviews with each town for the next few weeks and we will update the Commissioners on our progress.

The Communication Team has been busy with the **summer library program**. The team has worked with Buyer Advertising to develop a paid summer campaign to promote summer reading statewide that includes digital ads on Facebook/Instagram (In Spanish and English), Tik Tok, and Google search engine marketing. The campaign ran from 6/7 to 7/3.

The team is currently working with the Bruins and First Lady Lauren Baker to confirm dates for eight summer library visits beginning in mid-July. So far visits are confirmed in Springfield (East Forest Park Branch) and South Hadley. Mrs. Baker will attend the South Hadley visit. Legislators have been invited.

The summer challenge with Mrs. Baker and Blades also launched on July 1 with 60 libraries participating. This year, the team worked with Beanstack and Buyer to develop special challenge badges that kids can earn as they reach their summer goals. The badges include: #1 Fan, the Captain, the slapshot, the MVP and more.

Libraries ordered and received over 40,000 Bruins and Pride posters and bookmarks.

The Statewide Public Relations Advisory Committee launched the resident survey on June 7. So far close to 600 people have completed the survey. Over 120 have indicated that they were willing to participate in helping further, which may serve as the basis for the PR resident group. The survey is set to close on July 9, but after a review of the demographic data and the number of non-users, the team may decide to do some targeted paid advertising.

**LEGISLATIVE REPORT**

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

The Governor submitted and the Legislature approved an interim budget of $5.47 billion that provides funding to support governmental services for the month of July. There are still a number of steps in the budget process to complete before we have an FY 2022 budget.

1. **[Conference Committee](https://malegislature.gov/Budget/Process/ConferenceCommitteeBudget) -** The House and Senate appoint three members each to a "conference committee" to reconcile the differences between the House and Senate proposals. One member of the minority party must be appointed by each branch. The Committee consists of the Chairs, Vice Chairs, and Ranking Members of both the House and Senate Ways and Means Committees. The conference committee reports a final compromise bill to the House and Senate.
2. **Budget Approval -** The Conference Committee should finish its work in June to have a budget in place for the new Fiscal Year beginning July 1; both the House and Senate must approve the Conference Committee budget in separate votes before it is sent to the Governor for his signature.
3. **Governor's Actions-** After he signs the budget, the Governor has 10 days to review the document and take action to either approve or veto the entire budget, veto or reduce specific line items, veto outside sections or submit changes as an amendment to the budget for further consideration by the Legislature.
4. [**Legislative Overrides**](https://malegislature.gov/Budget/Process/LegislatureOverrides) **-** The Legislature can override the Governor’s vetoes with a two-thirds vote in each branch. The House must vote first to override any vetoes before they may be considered by the Senate.
5. **Final Budget -** Following any Legislative overrides, when the budget is finalized it is commonly referred to as the “General Appropriations Act” for the upcoming fiscal year. This process should be completed before July 1. In recent years, the budget process has been delayed through the month of July and sometimes longer.
6. The legislative budget cycle begins again. Thank you calls or correspondence should be sent after each request to Legislative or Executive Branch offices.

Total Tax collections for the mid-June month-to-date period were $2.003 billion, up $768 million or 62.2% versus the same period in June 2020. The month-to-date increase is mostly due to increases in withholding, income estimated payments, corporate and business taxes, sales and use tax, and estate tax. Income Taxes totaled $1.029 billion, up $331 million or 47.4% versus the same period in June 2020. Sales & Use Taxes were $154 million, up $69 million or 80.8% versus the same period in June 2020. Corporate & Business Taxes were $714 million, up $331 million or 86.1% versus the same period in June 2020. Other Taxes totaled $105 million, up $38 million or 56.7% versus the same period in June 2020. The final report for June is often delayed due to the close of the fiscal year.

From the American Library Association (ALA):
In the coming weeks, Congress will prepare legislation to make massive investments in our nation's infrastructure and communities, and ALA and library advocates across the country and Commonwealth are working to ensure that libraries aren't left out of the final infrastructure package. The [**Build America's Libraries Act**](https://urldefense.com/v3/__https%3A/cqrcengage.com/ala/app/thru?ep=AAAAC2Flc0NpcGhlcjAx9EAnqGCGU6xHeIHy9gC6Q1BpIIWfSYuavmgInag6mItBHl8LlvZcxzGG6xb7TIJFRL1wNJTT-wPTN8_vQIJZoeSnPe1uqrivlUgIZD4UB4rA92RBxa4JDhe22UMxEeEJwCw1JmU4_10ajjEN1trcm3RaVeXZ2EjHWYKyjCi79-s&lp=0__;!!CUhgQOZqV7M!3NS6KBfKmuZjy30G5WBb-5tr4z91rPk5rAE-HDsOwCNM2PPkc9vGosCTKaKdYsx1iWfepaw$)(S. 127 / H.R. 1581) includes $5 billion in funding for library construction and renovation. Library advocates continue to message Congress in support of the Build America's Libraries Act and, over the past few months, over 150 bipartisan Members of Congress have signed on in support of the Build America's Libraries Act to upgrade our library facilities. Crucial negotiations are happening this month, and ALA is asking the library community to urge Congress to move forward with a package that includes these critical resources for library construction highlighted in the legislation (S. 127 / H.R. 1581).

**Consideration of approval of the FY2022 Library Services and Technology Act (LSTA) Grant Awards**

Rob Favini, Head of Library Advisory and Development presented the FY2022 Library Services and Technology Act (LSTA) Grant Awards.

I’m happy to present this year’s recommended LSTA Direct Grant applications for approval by the Commissioners.

I’d like to thank members of the Library Advisory and Development staff for their hard work made harder with the constraints of the pandemic. This is truly a team effort that draws on grant consultants Kate Butler and Evan Knight, our department admin Amy Clayton, members of the agency business office, and especially Our LSTA lead consultants Shelley Quezada and Lyndsay Forbes who coordinate the application process and grant writing training.

I’d also like to thank all of the libraries that participated in the process. Every year their thoughtfulness, creativity, and commitment to service shines through the proposals that we receive.

These grants define and explain the crucial role that libraries play in Massachusetts. You will see examples of preserving and amplifying local history, addressing food insecurity, welcoming recent arrivals to America, promotion of civil engagement and discourse, educating populations of all ages, workforce development programs, the linking families to community resources, and addressing access issues.

I often use LSTA Direct Grants a way to answer the “what the heck goes on in a library?” question. I encourage Commissioners to do the same.

Finally, I’d like to thank members of our State Advisory Council on Libraries. Their thoughtfulness, expertise and dedication never cease to amaze me.

So, it is with great pride and enthusiasm that I present this year’s LSTA Direct Grants for your approval. I’m happy to answer any questions that you might have.

**Access for All**

**Program Abstract:** The MBLC identified issues for libraries seeking to provide service for people who face special challenges using libraries. Many residents cannot fully utilize libraries for a variety of reasons including disabling conditions such as visual, hearing, mobility, and cognitive impairments. Libraries are encouraged to consider their role as an information access point for all, including those members of the community who are traditionally underrepresented among library users.

Commissioner Abraham moved and Commissioner Conrad secondedto approve the following Access for All Grants totaling $21,989 to start no earlier than October 1, 2021.

|  |  |  |  |
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| **Agency** | **Amount Recommended** | **FY22** | **FY23** |
| Rueben Hoar Library, Littleton | $14,489 | $13,989 | $500 |
| Randall Library, Stow | $7,500 | $7,500 |  |
| **Total:** | **$21,989** | **$21,489** | **$500** |

**Archives Arrangement and Description**

**Program Abstract:** For archival collections that are demonstrably important to community memory and heritage, this grant supports their wider access and use through their proper arrangement and description to generally accepted national standards. Project funds can be used for activities including but not limited to archival consultants, staff training, policy development, workflow planning, collection-level or object-level processing, rehousing supplies, and development of finding aids.

Commissioner Biancolo moved and Commissioner Comeau seconded to approve the following Archives Arrangement and Description Grants totaling $28,296 to start no earlier than October 1, 2021.

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| **Agency** | **Amount Recommended** |
| Lawrence Public Library | $10,000 |
| Lenox Library | $9.991 |
| Massachusetts Eye and Ear/Howe Library | $8,305 |
| **Total:** | **$28,296** |

**At the Table**

**Program Abstract:** It is vital for people to understand the role of food in their lives and cultures. Culinary literacy can help communicate the impact that food has on one’s health, environment, and community. Libraries can offer opportunities for people to learn how to cook and gain practical life skills as well as use cooking as a way to advance multiple types of literacy, such as reading, math, cultural, and health. Through the cooperative nature of cooking, libraries can have a unique platform with which they can build and sustain their community.

Commissioner Conrad moved and Commissioner Kronholm seconded to approve the following At the Table Grants totaling $20,000 to start no earlier than October 1, 2021.

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| **Agency** | **Amount Recommended** |
| Springfield City Library | $10,000 |
| Westfield Athenaeum | $10,000 |
| **Total:** | **$20,000** |

**Citizenship Corners and Expanded Language Services**

**Program Abstract:** 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 Kronholm moved and Commissioner DeBole seconded to approve the following Citizenship Corners and Expanded Language Services Grant totaling $15,000 to start no earlier than October 1, 2021.

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| --- | --- | --- | --- |
| **Agency** | **Amount Recommended** | **FY22** | **FY23** |
| Brockton Public Library | $15,000 | $7,500 | $7,500 |
| **Total:** | **$15,000** | **$7,500** | **$7,500** |

**Civic Hub**

**Program Abstract:** Libraries can strengthen their role as a source for dependable print and media resources while serving as trusted spaces to start and continue community conversations. By serving as public forum and civic engagement ‘incubators’, libraries can support informed, issue-oriented public programs and structured opportunities for discussion. Promoting civic literacy requires active engagement around issues specific to each community. Paramount to the vision of an informed community is the democratic values of openness, inclusion, participation, empowerment, and the common pursuit of truth and the public interest.

Commissioner Resnick moved and Commissioner Kronholm seconded to approve the following Civic Hub Grants totaling $20,000 to start no earlier than October 1, 2021.

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| **Agency** | **Amount Recommended** |
| Reading Public Library | $10,000 |
| Shrewsbury Public Library | $10,000 |
| **Total:** | **$20,000** |

**Dig In**

**Program Abstract:** Gardens present a variety of learning opportunities as well as benefits to a community. Libraries can use a garden to offer activities and programs that provide opportunities for all ages and abilities to explore science and nutrition, develop DIY skills, and improve social-emotional learning. Libraries may also use a garden to help promote and support healthy living in their community. There is increasing evidence of positive health outcomes from gardening.

Commissioner Abraham moved and Commissioner Biancolo seconded to approve the following Dig In Grants totaling $69,500 to start no earlier than October 1, 2021.

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| **Agency** | **Amount Recommended** |
| Athol Public Library | $10,000 |
| Becket Athenaeum | $10,000 |
| Erving Public Library | $10,000 |
| Lilly Library, Northampton (Florence) | $10,000 |
| Scituate Town Library | $9,500 |
| Truro Public Library | $10,000 |
| West Tisbury Free Public Library | $10,000 |
| **Total:** | **$69,500** |

**Go Local**

**Program Abstract:** Libraries have a key role to play in capturing, collecting, and making community stories available and meaningful. They serve as the center of community celebrations and historic events and create valuable records of those events in traditional and new formats. Libraries may draw on their strength in this unique niche by developing projects that use historical documents and artifacts to make new stories and/or generate new records by creating and participating in community events that build the local story.

Commissioner Ball moved and Commissioner Conrad seconded to approve the following Go Local Grants totaling $39,370 to start no earlier than October 1, 2021.

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| --- | --- | --- | --- |
| **Agency** | **Amount Recommended** | **FY22** | **FY23** |
| Morrill Memorial Library, Norwood | $15,000 | $7,975 | $7,025 |
| Joshua Hyde Public Library, Sturbridge | $9,370 | $9,370 |  |
| Watertown Free Public Library | $15,000 | $8,807 | $6,193 |
| **Total:** | **$39,370** | **$26,152** | **$13,218** |

**Managing Fine and Decorative Arts**

**Program Abstract:** This grant addresses gaps public libraries may have in understanding, preserving, and sharing their unique arts collections with their community. Programming and outreach that leverage the arts collections are significant components of this grant and should strive to reach all members of the community. Projects funds may be used for arts consultants, specialists, and public speakers, as well as such as activities such as inventories, surveys, cataloging, photography, art handling or moving, exhibition planning, and other expenses related to proper storage, maintenance, or display of art collections such as matting and framing (conservation excluded).

Commissioner Biancolo moved and Commissioner Kronholm seconded to approve the following Managing Fine and Decorative Arts Grants totaling $15,000 to start no earlier than October 1, 2021.

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| --- | --- |
| **Agency** | **Amount Recommended** |
| Malden Public Library | $7,500 |
| Nahant Public Library | $7,500 |
| **Total:** | **$15,000** |

**Mind in the Making**

**Program Abstract:** 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.

Commissioner Conrad moved and Commissioner Biancolo seconded to approve the following Mind in the Making Grants totaling $67,382 to start no earlier than October 1, 2021.

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| **Agency** | **Amount Recommended** |
| Falmouth Public Library | $10,000 |
| Holmes Public Library, Halifax | $9,358 |
| Thayer Memorial Library, Lancaster | $10,000 |
| Elizabeth Taber Library, Marion | $10,000 |
| Millbury Public Library | $10,000 |
| Princeton Public Library | $8,024 |
| Tyringham Free Public Library | $10,000 |
| **Total:** | **$67,382** |

**Open**

**Program Abstract:** 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 strategic plan goals and objectives. The Innovativeprogram 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 InnovativeProgram offers libraries an opportunity to exercise maximum creativity to implement unique services in a flexible and collaborative grant-making environment.

Commissioner Comeau moved and Commissioner Kronholm seconded to approve the following Open Grant totaling $15,000 to start no earlier than October 1, 2021.

|  |  |  |
| --- | --- | --- |
| **Agency** | **Title** | **Amount Recommended** |
| Framingham Public Library | FPL Downtown U’s Business Resource Center: Entrepreneurship Innovation and Career Support | $15,000 |
|  | **Total:** | **$15,000** |

**Pathways to Success**

**Program Abstract:** Libraries have traditionally provided resources for career development and job information. This grant enables libraries to jump-start or expand this increasingly important role. Libraries will collaborate with local agencies, organizations, and businesses to initiate special focused programming and outreach activities including workshops on topics such as changing careers, networking, and continuing education.

Commissioner Kronholm moved and Commissioner Biancolo seconded to approve the following Pathways to Success Grants totaling $13,700 to start no earlier than October 1, 2021.

|  |  |
| --- | --- |
| **Agency** | **Amount Recommended** |
| Northborough Free Library | $6,200 |
| Southwick Public Library | $7,500 |
| **Total:** | **$13,700** |

**Protecting Priority Collections**

**Program Abstract:** This grant will support the implementation of recommendations from previous Preservation Assessments, and specific preservation and access needs for collections of distinction. Appropriate activities are collection-level investments of various types, including but not exclusive of the purchase of equipment (e.g. dehumidifiers, data loggers, etc.), increased staff hours in direct support of their collections, or expert assistance.

Commissioner Resnick moved and Commissioner Biancolo seconded to approve the following Protecting Priority Collections Grant totaling $5,200 to start no earlier than October 1, 2021.

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| --- | --- |
| **Agency** | **Amount Recommended** |
| Peru Library | $5,200 |
| **Total:** | **$5,200** |

**Strength in Families**

**Program Abstract:** This grant will encourage libraries to create or build on existing partnerships with community organizations that provide family support. A key element in this effort would be to elevate the family voice in designing library services to those previously underserved in their communities including groups with a number of risk factors such as low-level parental education, transitional residential mobility and housing and food insecurity. The library will serve as a resource for families to find information and services in education, job and housing searches, health and well-being, and social networking.

Commissioner Abraham moved and Commissioner Biancolo seconded to approve the following Strength in Families Grants totaling $19,973 to start no earlier than October 1, 2021.

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| --- | --- |
| **Agency** | **Amount Recommended** |
| Hyannis Public Library | $10,000 |
| Leominster Public Library | $9,973 |
| **Total:** | **$19,973** |

**Hearing no objections, Chair Cluggish declared the motions from agenda items 7a-m passed under the consent agenda.  Commissioner Ball abstained from Dig In Grant for the Scituate Town Library.**

**Consideration of approval of Board Policy on Budget Revisions**

The Board policy on Budget Revisions will be expiring July 14, 2021 and needs to be renewed. No changes are being proposed to the current policy.

Commissioner Comeau moved and Commissioner Biancolo seconded that the Massachusetts Board of Library Commissioners extends its Policy on Budget Revisions for five years to July 9, 2026.

**Hearing no objection, Chair Cluggish declared the motion passed under the consent agenda.**

**Massachusetts Public Library Construction Program Grant Award**

**Provisional Grant Award**

Lauren Stara, Library Building Specialist stated that a Construction Project may either be a project to construct a new facility, an addition/renovation to an existing building that may or may not add space, but does involve a significant reorganization of functional space, or a joint library project that will involve construction of a facility by two or more municipalities.

Ms. Stara is requesting a provisional grant award to the City of Melrose for the Melrose Public Library in the amount of $7,993,290 for its public library construction project.

This award is subject to the securing of local funding, execution of a contract between the MBLC and the City of Melrose, and the compliance of the library and community with all of the assurances as found in the Code of Massachusetts Regulations (605 CMR 6.00) that governs the MPLCP. The city has six months, or until Monday, January 10, 2022, to obtain its local funding.

Commissioner Resnick moved and Commissioner Comeau seconded that the Massachusetts Board of Library Commissioners approves a provisional grant award totaling $7,993,290 to the City of Melrose and authorizes a library construction project. The date by which the city must accept their award is January 10, 2022.

Chair Cluggish asked for a roll call vote of the Commissioners for this motion.

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| Commissioner Abraham- Yes | Commissioner Cluggish- Yes | Commissioner DeBole- Yes |
| Commissioner Ball- Yes | Commissioner Comeau- Yes | Commissioner Kronholm- Yes |
| Commissioner Biancolo- Yes | Commissioner Conrad- Yes | Commissioner Resnick- Yes |

**The motion passes.**

**Green Library Incentive Grant**

Ms. Stara stated that some libraries also are eligible for a Green Library Incentive Grant. An applicant may qualify for a MPLCP Green Library Incentive (GLI) in order to receive an additional 2% to 3.5% of its total construction grant award, depending on the level of LEED (Leadership in Energy and Environmental Design) certification that a project receives. When the project is complete, it must receive official LEED certification and must submit US Green Building Council documentation to the MBLC confirming receipt of certification.

Commissioner Abraham moved and Commissioner Kronholm seconded that the Massachusetts Board of Library Commissioners authorizes a Green Library Incentive of $279,765, the maximum allowed as per 605 CMR 6.00, to the Melrose Public Library upon receipt of LEED (Leadership in Energy and Environmental Design) certification.

**Hearing no objection, Chair Cluggish declared the motion passed under the consent agenda.**

**Report from Massachusetts Library System (MLS)**

Sarah Sogigian, Executive Director, presented the following report:

**Strategic Initiative 1**

MLS ensures its services are sustainable, prioritize member needs, and equitably serve all member types.

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| Goal | Actions | Measurement of Success | **Monthly work toward Goal** |
| MLS ensures service value to all member types. | MLS will develop a guide to its levels of services, clarifying what benefits are available to each member type; the guide will be shared broadly and in several formats | *Member library staff at a broad level will have a greater understanding of MLS services and resources.* |  |
| MLS will continue to strengthen its partnerships and collaborations to allow MLS to focus on what it does uniquely well. | MLS will establish a partnership process, including a rubric, liaisons, expectations, policy and evaluations of current and new partnerships for opportunities and overlap. | *MLS will report annually on the value of their partnerships.* | The Blue Marble listserv (designed in collaboration with the Blue Marble Librarians) now has 140 members and features a monthly blog post on environmental and sustainability topics |
| New Services will be designed to deliver the greatest statewide impact, able to expand and contract due to available funding and need. | MLS will create guidelines and criteria for new and established services for value and impact. | *As an element of service review or introduction, MLS will be able to detail the impact of the service.* |  |

# Strategic Initiative 2

MLS empowers leaders to emerge at every level of library service, connecting staff throughout the stages of their careers.

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| Goal | Actions | Measurement of Success | **Monthly work toward Goal** |
| MLS promotes excellence and continuity by providing professional development, conversation and community around leadership. | MLS develops a process for reaching out to members/training participants, asking them to report on how MLS programs have helped them. | *Member library staff recognize the transformative value of building and maintaining a professional network.* | May’s MLS Live! Focused on the Management Report researched and written by Amanda Fauver and Christi Showman Farrar. |
| Leadership, professional development, and networking opportunities will have flexible offerings in order to include participants from various library types, library sizes, and resources. | Linked to S.I.1, G.1: MLS will develop a guide to its levels of service, clarifying what benefits are available to each member type; the guide will be shared broadly and in several formats. | *MLS will report to member libraries on an annual basis the number of professional development opportunities via type of opportunity, intended audience, training modality and type of library.* | Began offering Leadership Development training series (classes offered May - September)Register to attend on our event calendar. |

# Strategic Initiative 3

MLS will take the lead in facilitating important conversations, and support member-facing initiatives focused on DEI: diversity, equity, inclusion, accessibility, and social justice work.

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| Goal | Actions | Measurement of Success | **Monthly work toward Goal** |
| MLS will integrate the core values of diversity, equity, inclusion, accessibility, and social justice into its policies, practices, procedures, and programs. | In collaboration with partner organizations, MLS will explore hiring a coordinator/consultant to support the membership in this work.MLS will work to align internal policies and procedures to the tenets of DEI. | *MLS will demonstrate both increased resource allocation as well as substantive, visible progress in representation throughout MLS services.* |  |
| Following the lead of trusted experts, MLS will build awareness in using the DEI tenets with member library staff to identify and eliminate barriers to inclusive library services. | In partnership with member libraries, research and tailor a DEI evaluation framework for member libraries. | *Member library staff are confident in using the core values of DEI with their communities.* | Continued offering DEI training series (classes offered April - August)Register to attend on our event calendar. |

# Additional monthly notes:

* As noted above, the MLS Live for May featured an interview with Amanda Fauver, who co-authored a report on the Management development needs of MLS member staff. The full report can be viewed here and the recording of the session can be found here.
* Our Commonwealth eBook Collection (CeC) program was spotlighted as a Case Study in OverDrive’s EFS Toolkit. The document can be viewed by downloading the toolkit.

**Report from the Library for the Commonwealth (LFC)**

Catherine Halpin, Collaborative Library Services Coordinator presented the following report.

**Reopening of library buildings**

The Boston Public Library has been focused on business relating to the safe reopening of our physical spaces and the smooth transition of staff back to in-person daily work. Borrowing policies that were changed in response to COVID-19 closures have needed to be reset and communicated to the public. This includes turning billing back on for unreturned items, resetting digital checkout limits for Hoopla and Kanopy, 10 and 6 per month, respectively. Masks are still required in library buildings at all times. No food and drink may be consumed, except in outdoor spaces. There are no indoor events or meetings, though we are awaiting further guidance from the City about this and expect news soon. We’ve not yet returned to our full pre-COVID operating hours but will be adding hours over the coming months. Otherwise, all regular services have resumed in-person, in addition to all the remote options to connect with BPL staff and collections.

**New Electronic Resources for Staff and Patrons** (access all from BPL list of online resources at: <https://www.bpl.org/online-resources/>):

* **Creativebug:** FINALLY an online resource for all of you artsy crafty people out there! Creativebug has thousands of award-winning art & craft video classes taught by recognized design experts and artists.
* **Rolling Stone Archive:** Contains the complete backfile of Rolling Stone magazine, from its launch in 1967 to the present. It has been a leading vehicle for rock and popular music journalism, as well as covering wider entertainment topics such as film and popular culture.
* **The Wall Street Journal (digital access to the current edition):** Access the Wall Street Journal from anywhere!
* **EBSCO:**
* Sports Illustrated Magazine archive
* Politics and Society Magazine archive
* Business Magazine Archive
* General Magazine archive
* **MyHeritage Library Edition:** one of the largest, most internationally diverse genealogy databases of its kind. It provides access to billions of historical documents, millions of historical photos, and other resources in thousands of databases that span the past five centuries.
* **Vault Career Guides:** Vault publishes numerous employer, career, internship, resume, and interviewing guidebooks. The guides cover industries such as law, consulting, investment banking, accounting, investment management, private equity, hedge funds, Internet and social media, IT and engineering, energy, health care, advertising, and more.
* **Newspaper Archive:** Searchable full-page reproductions of historical newspapers, some of which were made from the collections of the Boston Public Library. Boston coverage includes: Boston Globe (morning and evening editions), 1872-1922; Boston Post, 1831-1922. Also includes historical newspapers published in these states: Massachusetts, Connecticut, Delaware, Maine, D.C., New Hampshire, New Jersey, Rhode Island, and Vermont.
* **Completed the Archives of Sexuality and Gender (Gale/Cengage):** LGBTQ History & Culture Since 1940; Sex and Sexuality, 16th – 20thcenturies
* **Completed the British Library Newspapers digital archive with Part V:** 1746-1950
* **Completed the digital archive:** Making of the Modern Law: ACLU Papers, Part II

**Digital Commonwealth**

* Development of the new digital repository system is still underway, we anticipate that we will be able to start migrating content into the new system later this month, which would represent a major milestone.
* Awaiting news on our National Digital Newspaper Program grant application, which is likely to come in August or September. If this comes through, we would be awarded approximately $250,000 to deliver 100,000 pages of newspaper content to Library of Congress over the next two years.

**PUBLIC COMMENT**

**OLD BUSINESS**

**Election of Officers for FY2022**

Commissioner Resnickstated that the current Executive Committee discussed the FY22 Slate of Officers. Commissioner Ball chose not to remain as Vice-Chair and Commissioner Resnick stated that her term will end in February before the year is finished. These factors require a reorganization of the Executive Committee. The Executive Committee conferred with Commissioners about the slate of officers for FY22.

“Therefore, I have the honor to present the following slate of officers for FY2022: Commissioner Cluggish for the office of Chair, Commissioner Conrad for the office of Vice Chair, and Commissioner Abraham for the office of Secretary.”

Commissioner Resnick moved as Secretary of the Board of Library Commissioners, to cast one vote on behalf of the entire Board for the slate as presented. Commissioner Comeau seconded.

Commissioner DeBole moved to recommend Commissioner Ball as Chair. Commissioner Ball did not wish to continue on the Executive Committee at this time, so the motion was not accepted.

Commissioner DeBole objected to passing the motion under the consent agenda. Therefore Chair Cluggish called for a roll call vote.

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| Commissioner Abraham- Yes | Commissioner Cluggish- Yes | Commissioner DeBole- No |
| Commissioner Ball- Yes | Commissioner Comeau- Yes | Commissioner Kronholm- Yes |
| Commissioner Biancolo- Yes | Commissioner Conrad- Yes | Commissioner Resnick- Yes |

**The motion passes.**

**List of documents for the July 8, 2021 Regular Monthly Board Meeting:**

1. Agenda for the July 8, 2021, Regular Monthly Board Meeting
2. Draft Minutes from the June 3, 2021 Regular Monthly Board Meeting
3. Agenda 7, Consideration of approval of the FY2022 Library Services and Technology Act (LSTA) Grant Awards (a-m)
4. Agenda 8, Consideration of approval of Board Policy on Budget Revisions
5. Agenda 9 a &b, Consideration of approval of Provisional Grant Award under the Massachusetts Public Library Construction Program and Library Green Incentive Award
6. Agenda Item 12, Report from MLS
7. Agenda Item 13, Report from LFC

**ADJOURNMENT**

Chair Cluggish asked for motion to adjourn.

Commissioner Kronholm moved and Commissioner Biancolo seconded to adjourn the July 8, 2021 MBLC Monthly Board Meeting under the consent agenda at 11:52 A.M.

**Hearing no objection, Chair Cluggish declared the motion passed under the consent agenda.**



N. Janeen Resnick

Secretary