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

**Date** : Thursday, December 1, 2022

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

**Place** : Massachusetts Board of Library Commissioners Offices

 Boston, MA

**Present** : Debby Conrad, Chair; Les Ball; Vicky Biancolo; Mary Ann Cluggish; Karen Traub

**Zoom** : Deb Abraham, Vice Chair; Stacy DeBole, Secretary; Jessica Vilas Novas

**Absent** : George Comeau, Esq.

**Staff Present:**

James Lonergan, Director; Celeste Bruno, Communications Director; Maura Deedy, Library Advisory Specialist; Tracey Dimant, Head of Operations & Budget; Rob Favini, Head of Library Advisory and Development; Paul Kissman, Library Information Systems Specialist; Evan Knight, Preservation Specialist; Rachel Masse, Assistant to the Director; Mary Rose Quinn, Head of State Programs; June Thammasnong, Communications Specialist

**Staff Zoom:**

Andrea Bono-Bunker, Library Building Specialist Terry D’Angelo, Administrative Assistant; Jen Inglis, State Aid Specialist; Aparna Ramachandran, Data Analyst/ IT Support Specialist; Lilli Sutton, Administrative Assistant; Lauren Stara, Library Building Specialist

**Observers Zoom:**

Candace Bradbury- Carlin, Library Director, Tilton Library, Deerfield; Shawn Cadime, Town Administrator, Seekonk; Eileen Chandler, Administrator, Cape Libraries Automated Materials Sharing Network (CLAMS); Mike Durkay, Library Trustee, Seekonk Public Library; Ron Gagnon, Network Administrator, North of Boston Library Exchange (NOBLE); Kate Hibbert, Library Director, Seekonk Public Library; Scott Kehoe, Library Resources Director, Massachusetts Library System (MLS); Jessica Magelaner, Library Director, Wheeler Memorial Library, Orange; Nancy Maynard, Chair of the Tilton Fund, Inc., Tilton Library, Deerfield; Phil McNulty, Network Administrator, Minuteman Library Network; Sharon Shaloo, Executive Director, Massachusetts Center for the Book; David Slater, Network Administrator, Old Colony Library Network (OCLN); Joanne Woodcock, Library Trustee, Wheeler Memorial Library, Orange

**Meeting called to order by Chair Conrad**

Chair Conrad called the meeting to order at 10:01 A.M.

**Roll Call of Commissioners**

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

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| --- | --- | --- |
| Commissioner Abraham- Present Zoom | Commissioner Cluggish- Present  | Commissioner DeBole- Present Zoom  |
| Commissioner Ball- Present | Commissioner Comeau- Absent  | Commissioner Traub- Present  |
| Commissioner Biancolo- Present | Commissioner Conrad- Present  | Commissioner Vilas Novas- Present Zoom |

Chair Conrad 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 Conrad moved to adopt a consent agenda for agenda items #2- Approval of Minutes; #7- Consideration of approval of the changes to the 605 CMR 6.00, Library Improvement Program; #8- Consideration of approval for requests from libraries for an extension of time to confirm local funding and accept its provisional grant award in the Massachusetts Public Library Construction Program; #9- Consideration of approval of the municipalities meeting the requirements for the FY2023 State Aid to Public Libraries based on eligibility established in FY2023 for the Municipal Appropriation Requirement and in FY2022 for the minimum standards; #10- Consideration of State Advisory Council on Libraries (SACL) By-laws; and #17- Adjournment. Commissioner Cluggish seconded.

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

|  |  |  |
| --- | --- | --- |
| Commissioner Abraham- Yes | Commissioner Cluggish- Yes | Commissioner DeBole- Yes |
| Commissioner Ball- Yes | Commissioner Comeau- Absent | Commissioner Traub- Yes |
| Commissioner Biancolo- Yes | Commissioner Conrad- Yes | Commissioner Vilas Novas- Yes |

**The motion passed.**

**Approval of Minutes from the regular monthly meeting:**

**November 3, 2022**

Chair Conrad asked for a motion to approve the minutes from the November 3, 2022 Monthly Meeting.

Commissioner Cluggish moved and Commissioner Abraham seconded to approve the minutes from the November 3, 2022, Regular Monthly Meeting with minor edits.

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

**Chair’s Report**

Chair Conrad presented the following report:

I attended several thought provoking and energizing meetings this past month. In early November I was invited to participate in a meeting of the Scituate Public Library Foundation where members of the Foundation brainstormed how best they can continue to support the library now that the building construction program is completed. It isn’t often that I have the opportunity to meet members of the community who are so committed to supporting their library and in light of the news stories about libraries under attack, meeting with this group reminded me that the important role of libraries in the community is still recognized by many people. The best part of the meeting was a presentation by a professional fund raiser about how to identify and attract donors.

The following week I attended the annual meeting of the Massachusetts Library System along with four other Commissioners. The venue was perfect, the speakers were inspirational, and it was so good to see the Massachusetts library community come together again. Congratulations to Sarah Sogigian, her staff, and the MLS Board for hosting such a successful event.

The elections are finally over (at least in Massachusetts) and the Massachusetts Library Association Legislative Committee is hard at work preparing for the upcoming legislative session. I am a member of the subcommittee that is preparing for the in person Legislative Day being held at the State House on March 15 – the first such meeting since Covid. An award will be given to the legislator who is being recognized as an outstanding advocate for libraries and plans are being made to encourage first time attendees and new directors to participate in this important day. Several regional legislative advocacy events have been scheduled so far with more expected to be announced soon. In the meantime, please remember it is not too soon to reach out to legislators asking them to support the MBLC 2024 Legislative Agenda. New members don’t have office assignments yet but they do have email accounts and if you know your legislator’s name you can get that information on Mass.gov. Mary Rose can help you if necessary. I have an example of a letter that Jan Resnick sent out to newly elected legislators which I would be happy to share if you want some ideas on what to say. It could also be used as a template with slight modifications for a quick letter to incumbents.

At the general meeting of the committee the Library eBook bill was discussed as well as ongoing efforts to support public and school librarians facing book challenges. I listened to the podcasts Rob Favini had recommended that highlighted the intensity of political pressures so many libraries and librarians are facing across the country. While libraries in Massachusetts are dealing with some of the same book challenges, I am not aware of any libraries or libraries that are dealing with the level of acrimony discussed in the podcasts. We need to be aware, however, that we are not immune to this type of activity. I am thankful that the Board staff, MLS, and MLA are working together to provide support to libraries facing challenges.

**Commissioner Activities**

**Commissioner Abraham**

* November 14- Libraries Futures Forum
* November 16- PR Committee Meeting
* November 22- eBoard Meeting

**Commissioner Ball**

* November 7, MLS Annual Meeting Devens, Ma
* Meeting with grad students

**Commissioner Biancolo**

* November 3 Commissioners and MCLCP hearing East Forest Park Library
* November 7, MLS Annual Meeting Devens, Ma
* November 17- CMLA Board Meeting
* November 18- Teen Summit

**Commissioner Cluggish**

* November 7, MLS Annual Meeting Devens, Ma
* PR Committee Meeting
* MLA Legislative Meeting

**Commissioner DeBole**

* November 22- eBoard Meeting

**Commissioner Traub**

* November 1 MCLCP hearing virtual
* November 3 Commissioners and MCLCP hearing East Forest Park Library
* November 6 Meekins Library 125th birthday party Williamsburg, Ma
* November 9 Western Mass Library Advocates meeting virtual
* November 7, MLS Annual Meeting Devens, Ma
* November 16 MBLC P.R. Committee mtg

**Commissioner Vilas Novas**

* November 1—MPLCP Regulatory Hearing, virtual

**DIRECTOR’S REPORT**

Director Lonergan presented the following report:

Meetings/activities highlights since the last monthly Board meeting:

November 3—MPLCP Regulatory Hearing, Springfield

November 3—IMLS State Program Report (SPR) Refresher webinar

November 7—Presented “MBLC Update” at MLS Annual meeting, Devens

November 8—Second Interviews for Communications Specialist position

November 9—COSLINE meeting, virtual

November 15—CW MARS Users Council, virtual

November 15—LSTA Direct Grant Information Session, virtual

November 15—Mass. Municipal Association/Mass. Broadband Institute “Broadband and Digital Equity Investments” webinar

November 15—MLA/MSLA/MLS/MBLC Intellectual Freedom Working Group meeting, virtual

November 17—OCLN Membership meeting/Material Challenges discussion, virtual

November 18—MLA Legislative Committee meeting, virtual

November 30—PLA/ALA webinar: “Spotlight on Safety: Addressing Threats in Public Libraries”

I’ve been invited to serve on the **Broadband and Digital Equity Working Group** being organized by the Executive Office of Housing and Economic Development (EOHED) and the Massachusetts Broadband Institute (MBI) at the Massachusetts Technology Collaborative. EOHED and MBI are convening the working group to advise them throughout a process that will result in the development of plans that will establish the structure for deploying more than $100 million in federal funding allocated to Massachusetts through the Bipartisan Infrastructure Law for digital equity and broadband infrastructure investments. This funding, along with broadband investments through the American Rescue Plan Act, provides an opportunity to address the digital divide and ensure an equitable and sustainable recovery from the COVID-19 pandemic.

The Broadband and Digital Equity Working Group will be composed of approximately 35 members from across Massachusetts to offer specific topic area expertise and/or represent target populations as defined by federal funding guidelines and MBI’s programs.  They are initially seeking a one-year commitment to serve on the Working Group, which will meet every four to six weeks.  The first meeting is expected to take place in January 2023.

On 11/15, Paul Kissman, Rob Favini, and I attended a Massachusetts Municipal Association-sponsored webinar titled “Broadband and Digital Equity Investments” featuring officials from the Executive Office of Administration & Finance, EOHED, and MBI. The webinar (slides: <https://www.mma.org/wp-content/uploads/2022/11/MMA-BIL-Broadband-webinar_MBI-Presentation_11.15.22.pdf>) featured an overview of MBI’s federal funding strategy around the Infrastructure Investment and Jobs Act/Bipartisan Infrastructure Law’s Digital Equity Act and Broadband Equity, Access, and Deployment (BEAD) programs.

MBLC staff will continue to engage with MBI to ensure that libraries are part of the planning process for broadband and digital equity initiatives and that the needs of libraries and their patrons are included. We are in the planning stages of a statewide survey to help define the library digital equity landscape to support this work.

**Trustee Outreach:** Outreach to trustees continued with Maura Deedy delivering two virtual events this month. She held Virtual Trustee Orientations on 11/10 and 11/17, a Trustee Deep Dive that focused on Meeting Room Policies 0n 11/15, and a Trustee Deep Dive that focused on hiring a new director on 11/30.

December outreach activities will include a Trustee Deep Dive on trustee legal responsibilities on 12/6 (<https://mblc.libcal.com/event/9415288>) and a Friends Sharing with Friends Coffee Hour on 12/14 (<https://mblc.libcal.com/event/9414840>).

Maura was also part of a panel on 11/14 on book challenges in public and school libraries called “The Importance of Representation in Literacy: Highlighting the Value of Complex Subjects in Literature Selection”. It was hosted by Tri-Town against Racism, an organization that seeks to target systemic, institutional, and structural racism within the towns of Marion, Mattapoisett, and Rochester, MA. Maura provided information about first amendment rights, statutory obligations for collection development policies, and ways communities can support their libraries. It was an excellent opportunity to speak to the public about book challenges, and while it was a mostly friendly group to the subject, people reported they learned something new and had a deeper appreciation for the work that goes into developing a collection. Video: <https://vimeo.com/771797273?fbclid=IwAR0spNl8xoE8XqW5Y3S2oJr0tDFVi5o3_-w8n2IaqgzMNWsFGFY_w57MlPk>

**FY2024 LSTA Grant Round Update:** In preparation for the December 6, 2022, Letters of Intent deadline, LSTA Coordinator Lyndsay Forbes held an LSTA Grant Round Overview webinar on 11/15 for 31 attendees. The session provided an overview of the program and reviewed eligibility requirements as well as grant application tips. A recoding of the session is available on the MBLC website: (<https://www.youtube.com/watch?v=ncdOx2e8hWc>).

Evan Knight has been selected to serve on the Advisory Committee for the **Collections Stewardship Succession Planning Initiative**, an IMLS-funded project being led by the Conservation Center for Art & Historic Artifacts (CCAHA) and LYRASIS. CCAHA and LYRASIS will gather data and develop professional resources to support succession planning for collections stewardship staff and volunteers from libraries, archives, museums, and historic sites, with a particular focus on smaller organizations and diversity, equity, and inclusion.

**MPLCP Update:** Lauren Stara and Andrea Bono-Bunker recently met with representatives from state library agencies in CT, MA, ME, NH, NJ, RI, NY, and VT to discuss a possible summit or series (modeled on the existing regional Teen Summit) on resilience in the face of climate change in libraries in our region.

They are starting to organize ideas via a Google doc and will be meeting again in January. They are considering a virtual “kickoff” event that will be a half-day with presentations on ways that libraries can improve resilience in their buildings and/or communities. The hope is that this will lead to a regular series of presentations given this is such a large topic.

**Staff News:** Kate Butler and Andrea Bono-Bunker were nominated for and have received **Citations for Outstanding Performance** signed by Governor Baker and Lt. Governor Polito. Citations awards are based on one or more of the following achievements:

* Attainment of high priority agency objective(s);
* Exceptional managerial, organizational and/or communications achievements;
* Exemplary leadership;
* Achievement of significant improvements in productivity and/or savings in agency operations.

Kate’s nomination focused on her year-long efforts co-leading a critical and very involved procurement process that led to new five-year contracts for access to statewide licensed electronic resources for all those who live, work, or study in Massachusetts.

Andrea’s nomination highlighted her work to raise our agency's awareness of the critical need to incorporate sustainability, decarbonization, and response to climate change in both the MPLCP and our overall education and support for libraries across the Commonwealth.

We usually present citations in person at a staff meeting and awardees are invited to attend a ceremony at the State House. This year we recognized our awardees at a hybrid staff meeting and certificates were sent by email—no word yet on whether a virtual ceremony will be held.

Finally, we are pleased to announce that we have hired **June Thammasnong** as our new **Communications Specialist**. June comes to us from the Thomas Crane Public Library in Quincy, where she has served as a librarian in both their Children’s and Adult Services departments and as a graphic design specialist. She has a bachelor’s degree from the University of California, Berkeley, and an MLS from Simmons University. In addition, she recently completed the 2022 NELLS Emerging Leaders Program from the New England Library Association. She is joining us on December 1. Welcome, June!

**Legislative Report**

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

FY2023 year-to-date tax collections totaled approximately $13.946 billion, which is $337 million or 2.5% more than collections in the same period of FY2022 and $749 million or 5.7% more than the year-to-date benchmark. November numbers are trending lower than last year in many tax categories but are still at or slightly above the monthly benchmark.

The MBLC and the Construction team remain focused on a new bond bill and on ongoing increases to the annual bond cap to fund the next round of grants. The MBLC new construction bond and cap increase requests should be submitted to the new Governor and Legislature early in the new year to be considered for funding during the next two-year session of the 193rd General Court. Lauren Stara and Andrea Bono-Bunker continue to work with the libraries who have expressed interest in the next grant cycle and the Agency continues to discuss bond and cap funding with Administration and Finance and Ways and Means.

More than a dozen libraries and their municipalities, including those that received provisional grants from the MBLC in July and the remaining waitlisted projects, continue to send out advocacy alerts hoping to receive a share of the funds remaining from the American Rescue Plan Act (ARPA) or other surplus funds. Legislators who represent these municipalities continue to discuss possible solutions to filling the funding gaps. There is no guarantee that these legislative efforts or other approaches will yield results as there continues to be a long list of state funded programs requesting the additional ARPA and surplus funding. The recently passed economic development bill, which included the close out funding for FY 2022, was extremely conservative in its spending and did not offer the additional construction funds libraries sought.

The Agency will have a booth at the Massachusetts Municipal Association’s (MMA) Annual Meeting and Trade Show Friday and Saturday, January 20 and 21, 2023. Staff and Commissioners will be promoting the new construction regulations, the request for a new bond, an increase in the annual cap, and the upcoming construction grant cycle timeline. The Trade Show is also the ideal place to roll out the FY 2024 Legislative Agenda which includes both funding and policy initiatives. The online version of the Agenda is expected to go live early in the first full week of December and can be accessed at <https://www.mblclegislativeagenda.com/>. The theme for this year’s Agenda is: Ensuring Your Right to Read. Initiatives include eBook legislation, freedom from censorship, digital equity through automated networks, and accessibility for all.

| **Line Item Number and Name** | **FY2022 Budget** | **FY 2023 Budget** | **FY2024 Request** | **Increase Over FY2023** |
| --- | --- | --- | --- | --- |
| **7000-9101 Board of Library Commissioners** | $1,702,272\* | $1,731,586 | $1,904,745 | $173,159 |
| **7000-9401 Regional Libraries Local Aid** | $14,100,731 | $14,516,000 | $15,967,600 | $1,451,600 |
| **7000-9402\*\* Talking Book Program Worcester** | $518,222 | $521,569 | $678,040 | $156,471 |
| **7000-9406\*\* Talking Book Program (Perkins) Watertown** | $2,950,499 | $2,969,554 | $3,860,420 | $890,866 |
| **7000-9501 State Aid to Public Libraries** | $13,562,408 | $16,000,000 | $17,600,000 | $1,600,000 |
| **7000-9506\*\* Technology & Automated Resource – Sharing** | $4,713,848 | $4,744,293 | $6,167,581 | $1,423,288 |
| **7000-9508 Center for the Book** | $312,979 | $400,000 | $440,000 | $40,000 |
| **Totals** | $36,361,524 | $40,883,002 | $46,618,385 |  |

Representative Ruth Balser requested that the small group of MLA Legislative Committee members and e-book stakeholders reconvene to discuss a proposed re-draft of last session’s H.4120, An Act modernizing library access to electronic books and digital audiobooks. She continues to be very interested in filing legislation this next session to support e-Book and e-Audiobook access for all types of libraries. The committee which includes Kyle Courtney and Juliya Ziskina from Library Futures, David Leonard, President of the Boston Public Library, Will Adamczyk and Eileen Dyer, co-chairs of the MLA Legislative Committee, and Mary Rose Quinn met at the end of November to make final edits to the draft written by Kyle Courtney. The draft bill will be sent on to Representative Balser and her staff and the larger group of stakeholders the first week in December for review and comment. The new draft attempts to steer clear of copyright issues and focuses mainly on consumer protections and contract requirements between libraries and publishers.

Senator Jason Lewis (Winchester) met with members of the Massachusetts Library Association’s Legislative and Intellectual Freedom and Social Responsibility Committees and MBLC staff to discuss book challenges and other censorship issues in the Commonwealth. The Senator is the Chair of the Committee on Education. The discussion included possible support for legislative remedies, funding possibilities, and training opportunities.

Upcoming advocacy events for Commissioners to participate in include Legislative Breakfasts beginning in January, the MMA Annual Meeting and Trade Show (January 20 and 21), MLA Legislative Day at the State House on March 15, and MLA’s Annual Conference, “Making Waves”, on May 8 and 9, 2023 in Falmouth. Invitations to speak at or participate in various events will be sent out soon.

**Consideration of approval of the changes to the 605 CMR 6.00, Library Improvement Program**

Andrea Bono-Bunker and Lauren Stara presented the Board with the documentation that provides the recommendations for permanent changes to 605 CMR 6.00 Library Improvement Program – Public Library Construction. The amendments reflect streamlined processes and requirements for construction grants.

Following the state’s process for amending regulations, if the Board approves the proposed changes to 605 CMR 6.00 they will be adopted as permanent regulations. The regulations were published in the Massachusetts Register on November 25, 2022.

Commissioner Ball moved and Commissioner Cluggish seconded that the Massachusetts Board of Library Commissioners approves the proposed changes to 605 CMR 6.00, Library Improvement Program – Public Library Construction as permanent regulations following the completion of the state regulatory filing process.

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

**Consideration of approval for requests from libraries for an extension of time to confirm local funding and accept its provisional grant award in the Massachusetts Public Library Construction Program**

The Tilton Library, Deerfield; Wheeler Memorial Library, Orange; Seekonk Public Library have requested an extension of time to confirm local funding and accept their provisional grant award in the Massachusetts Public Library Construction Program.

**Deadline Extension request- Seekonk**

In July 2022, the Seekonk Public Library was awarded a provisional grant award in the amount of $7,322,855 for its public library construction project. The library is requesting an extension of the January 9, 2023 deadline to April 30, 2023.

In January of 2017, Seekonk Library was placed 14th on the MBLC waitlist for a construction grant totaling $7.3 million dollars. We and the MBLC anticipated that Seekonk would receive its grant in July of 2021. Unfortunately, the COVID-19 pandemic upset that timetable as the MBLC paused the construction grant award program for FY21.

With an eye to escalating construction costs, the library chose to place an article on the warrant for Spring Town Meeting 2021 in an attempt to stay ahead of those rapidly rising costs. Due to escalation of COVID 19 rates in the community, the date for Spring Town Meeting was rescheduled three times. When town meeting was finally held on June 7, 2021, the article failed to gain a two-thirds majority by 8 votes.

In August 2022, after receiving the provisional grant award, the Friends of the Library petitioned the town for a Special Town Meeting to be dedicated to the issue of the library construction project. The Special Town Meeting was held on October 24, 2022. The vote was 405 in favor of construction, and 207 against; the article failed to gain a two-thirds majority by 3 votes.

The initial cost estimate for the project was $15.8 million in 2017. In Spring 2021, we sought out an updated estimate which totaled $19.6 million. After the grant award in July 2022, another estimate was requested which totaled $24.5 million. After factoring in the static grant award of $7.3 million, the cost to the Seekonk community has risen from $8.5 million to $17.2 million.

Seekonk intended to fund this project by debt exclusion, which will require a 2/3 majority vote at Town Meeting, followed by a successful referendum vote. We are facing an impossible task in an uncertain economy.

Seekonk Library has joined with 11 other libraries to petition the Commonwealth for funds from the either the supplemental budget or undistributed ARPA funds to reduce project costs. The Governor’s Office press [release dated 8/31/22](https://www.mass.gov/news/baker-polito-administration-files-840-million-fiscal-year-2022-supplemental-budget) indicates that there is an additional $1.5 billion available in state surplus, with an additional $2.2 billion remaining in ARPA Funds. The twelve libraries have requested that the legislature consider designating these funds to offset the harm done to the libraries participating in the MPLCP by the COVID 19 pandemic.

The library respectfully requests an extension of the deadline as we wait to hear about the authorization of ARPA funding.

Sincerely,

Kathleen Hibbert

Director

**Deadline Extension request- Deerfield**

I am writing to ask for an extension for the sign-off on our library building expansion grant. Though the vote passed at the special town meeting with about 300 residents present, our ballot vote on December 6 could attract many more voters on either side, so we are not counting on winning. As far as a date for any further special election, I don't know when that would be, knowing the deadline for accepting the grant on an extension is the end of April 2023. Another option would be our Annual Town Meeting which is the last Monday of April, and Annual Town Election is the first Tuesday of May, so while that would be very close to the MBLC extension deadline, I wonder if it could work.

Please put this request on the agenda for the December MBLC board meeting. At least one of our Trustees will be present at this meeting with me, via Zoom. Please send me the Zoom link.

Thank you so much -

Candace

**Deadline Extension request- Orange**

Apologies that this is last-minute!

We are requesting an extension until April 30th.

The town's ballot vote on November 8th failed, and the feedback we've gotten from votes and town officials is that this was due primarily to the cost of the project, particularly the cost increase from the original estimate. We want to see additional funding, including ARPA funding from the state and have the project re-voted with a new price tag. The town holds a ballot vote for local elections, which we plan to add the library question to; the date for this has not been set, but it is usually in early-mid March. Since Orange's annual town meeting is not until June, we would also have to schedule an additional Special Town meeting; we do not have a date for this, but it would likely be in early-mid April. (We are requesting the April 30 deadline just in case our planned Special Town meeting needs to be rescheduled or postponed; we would hate to be unable to meet a deadline because of snow!)

I will be attending with my trustee, Joanne Woodcock; we are hoping either a member of the selectboard or the finance committee will be able to join us, but if they aren't they will definitely be willing to sign a statement or letter stating that they are aware of our plans. (I have already attended a Finance Committee meeting and a Selectboard meeting to let them know that we are requesting an extension and seeking additional funds.)

Thank you,

Jessica Magelaner

Wheeler Memorial Library

Orange

Commissioner Cluggish moved and Commissioner Biancolo seconded that the Massachusetts Board of Library Commissioners grants an extension of time to confirm local funding and accept its provisional grant to the Town of Deerfield for their library construction project for the Tilton Library for a maximum extension to April 30, 2023.

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

Commissioner Biancolo and Commissioner Traub that the Massachusetts Board of Library Commissioners grants an extension of time to confirm local funding and accept its provisional grant to the Town of Orange, for their library construction project for the Wheeler Memorial Library for a maximum extension to April 30, 2023.

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

Commissioner Vilas Novas moved and Commissioner DeBole seconded that the Massachusetts Board of Library Commissioners grants an extension of time to confirm local funding and accept its provisional grant to the Town of Deerfield for their library construction project for the Tilton Library for a maximum extension to April 30, 2023.

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

**Consideration of approval of the municipalities meeting the requirements for the FY2023 State Aid to Public Libraries based on eligibility established in FY2023 for the Municipal Appropriation Requirement and in FY2022 for the minimum standards**

Jen Inglis, State Aid Specialist, presented for certification 186 municipalities meeting the requirements for the FY2023 State Aid to Public Libraries program.

Ms. Inglis 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 $4,966,593.29.

Commissioner Biancolo moved and Commissioner Cluggish seconded that the Massachusetts Board of Library Commissioners certifies that the communities on the attached list have met minimum standards of free public library service and awards each a FY2023 Library Incentive Grant (LIG), a FY2023 Municipal Equalization Grant (MEG)and a FY2023 Nonresident Circulation (NRC) offset in the indicated amounts, totaling $ 4,966,593.29, and authorizes any additional FY2023 State Aid to Public Libraries disbursements that may be possible toward the end of the grant cycle.

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

**Consideration of State Advisory Council on Libraries (SACL) By-laws**

Rob Favini, Head of Library Advisory and Development stated that during their October 18, 2022, meeting, the Statewide Advisory Council on Libraries (SACL) deliberated and passed several changes to their by-laws to better represent current council needs and organizational workflows. SACL by-law changes were presented to the Massachusetts Board of Library Commissioners at their November 3, 2022, meeting for discussion and Q&A.

Commissioner Ball moved and Commissioner Biancolo seconded that the Massachusetts Board of Library Commissioners approves the proposed State Advisory Council on Libraries by-law changes.

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

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

Scott Kehoe, Library Resources Director, presented the following report to the Board.

Proposals to assist MassCat Public Library members in joining a Network

Approved by the Executive Board of the Massachusetts Library System, October 2022.

**Proposals**

1. The Mass. Library System (MLS) will provide partial financial support to the ten MassCat public libraries to move to a larger established public library Network (ex. CW MARS, NOBLE). MLS financial assistance toward an annual Network membership fee will be provided for a maximum of three years

By joining an established network (ex. NOBLE), the library will qualify for an annual offset in the form of the Mass. Board of Library Commissioners (MBLC) SLIN (Small Libraries in Network) grant ($2,450 minimum annually).

The MBLC also off-sets the administrative start-up fee to join and established Network (up to $500).

The MLS will not be paying the Network membership fee in full. If the Network fee is higher than the current MassCat fee, the participating library will be responsible for the equivalent of their annual MassCat fee. The MLS will cover the difference and work with the library on a financial scheme suitable to both parties.

Financial assistance from the MLS & MBLC will be paid directly to the network to offset the annual invoice to the library. There will be no direct payment from the MLS or MBLC to the library. Payment scheme examples are listed below:

*Level payments example:*

Years 1 through 3, the library pays their current MLS fee (ex $1,000 /yr) to the Network; the MLS pays the outstanding amount each year (minus start-up fee and SLIN grants). Year 4, the library is responsible for the annual Network fee (minus SLIN grants).

*Graduated payments example:*

Year 1, the MLS pays 75% (¾), the Library 25% (¼); Year 2, the MLS pays 67% (⅔), the Library pays 33% (⅓); Year 3, the MLS pays 50% (½), the Library pays 50% (½).

Year 4, the library is responsible for the annual Network fee (minus SLIN grant)

*Overview of Cost Offsets to MassCat Libraries joining a Network:*

* $500 Network start-up fee paid by MBLC.
* $2,450 (minimum) annual SLIN grant paid by MBLC.
* Remainder of annual Network fee paid by MLS and Library dependent upon a “level payments” or “graduated payment scheme.”

Libraries joining an established network will coordinate with that network and MLS on the timeline to begin this process. This program will likely take place over a 3 to 5 year period. MLS payments will fluctuate and be spread over this time.

In addition, the MLS Executive Board would be asked to vote and approve a resolution that new public and academic libraries are prohibited from joining the MassCat network (current members may continue as MassCat members). MassCat’s future membership would be targeted to school and special libraries committed to resource sharing (e.g participating in network interlibrary loan and state-wide delivery).

1. In conjunction with that decision, the MLS would establish an ongoing fund to assist those public libraries not currently in a Network to join a Network and assist them with this process. There are approximately 15 public libraries who are not currently members of a network.

**Reasoning & Background**

Through some of the Regional Library Systems, public libraries were invited to join MassCat as a “stepping stone” to facilitate automation and resource sharing. Their membership was to last a few years with the intent that they would move onto one of the established networks.

But, some of MassCat’s Public Libraries have never taken that step. We feel that the time is right for the MLS to help the ten remaining MassCat Public Libraries to begin that move to an established network. With the added benefit of strengthening the collaboration between the MLS and the networks.

In 2015 CW MARS made a concerted effort to recruit MassCat Public Libraries and four moved to CW MARS by 2017. This past fiscal year (2021-22), three more Public Libraries in MassCat also moved to CW MARS. These libraries had support from their Trustees and/or a new library Directors was in place. In either case, they desired to be in a larger resource sharing network which would ultimately benefit their library patrons.

With this MLS initiative, MassCat Public Libraries will be in a network that connects their patrons to much more efficient resource sharing opportunities as well as their neighboring communities through the library network.

The future of MassCat can focus on resource sharing for K-12 school and special libraries committed to resource sharing.

We recognize the financial and time commitment to this project and understand that this work will span several years.

MassCat Public Library membership.

|  |  |  |  |
| --- | --- | --- | --- |
| Library Name | Town | TownPopulation | CurrentHoldings |
| Becket Athenaeum | Becket | 1,931 | 10,314 |
| Hamilton Memorial | Chester | 1,228 | 7,924 |
| Gilbertville Public\* (see note below) | Hardwick | 2,667 | 12,454 |
| Huntington Public\* (see note below) | Huntington | 2,094 | 8,190 |
| Grace Hall Memorial | Montgomery | 819 | 13,818 |
| Nahant Public\* (see note below) | Nahant | 3,334 | 21,085 |
| Pelham Library\* (see note below) | Pelham | 1,280 | 37,024 |
| Phinehas S. Newton Library | Royalston | 1,250 | 17,482 |
| Rutland Free | Rutland | 9,049 | 55,020 |
| Sandisfield Free | Sandisfield | 989 | 4,052 |

*\*Notes on MassCat public library members:*

Nine of ten public libraries are in the CW MARS geographic area.

One, Nahant, is in the NOBLE geographic area.

Gilbertville is one of two public libraries in Hardwick. Paige Memorial is the public library recognized by the MBLC to receive state-aid, the SLIN grant, and is a member of CW MARS.

Huntington library was threatened with closure and being struck from Town’s budget. Citizens voted for a budget override to keep library open in June 2022.

Pelham Free Public Library and Pelham Elementary School Library share a MassCat membership. The Elementary School Library is physically located in the Pelham Free Library, and their collection is integrated into the Pelham Free holdings in MassCat. Pelham Elementary School is a member of the Amherst-Pelham Regional School District.

*Review of cost offsets to MassCat Libraries / MLS – MBLC expenditures:*

$500 Network start-up fee

$2,450 (minimum) annual SLIN grant

Annual membership fee paid by MLS dependent on Network’s annual member- fee calculation: $2000 - $5000 per library in CW MARS.

MLS costs $10,000 – $30,000 annually.

Additionally proposing an annual fund of $5000-$10,000 to assist those remaining non-networked libraries.

**PUBLIC COMMENT**

There was no public comment.

**OLD BUSINESS**

There was no old business.

**MBLC Years of Services Pins**

1. Terry D’Angelo, 40 Years
2. Celeste Bruno, 15 Years
3. James Lonergan, 10 Years
4. Tracey Dimant, 5 Years
5. Lyndsay Forbes, 5 Years

**List of documents for the November 3, 2022, Regular Monthly Board Meeting:**

1. Agenda for the December 1, 2022, Regular Monthly Board Meeting
2. Draft Minutes from the November 3, 2022 Regular Monthly Board Meeting
3. #7- Consideration of approval of the changes to the 605 CMR 6.00, Library Improvement Program
4. #8- Consideration of approval for requests from libraries for an extension of time to confirm local funding and accept its provisional grant award in the Massachusetts Public Library Construction Program
5. #9- Consideration of approval of the municipalities meeting the requirements for the FY2023 State Aid to Public Libraries based on eligibility established in FY2023 for the Municipal Appropriation Requirement and in FY2022 for the minimum standards
6. #10- Consideration of State Advisory Council on Libraries (SACL) By-laws

**ADJOURNMENT**

The meeting adjourned at 12:25 P.M.



Stacy DeBole

Secretary