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

**Date** : Thursday, October 6, 2022

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

**Place** : Grafton Public Library

 Grafton, MA

**Present** : Debby Conrad, Chair; Les Ball; Vicky Biancolo; Jessica Vilas Novas

**Zoom** : Deb Abraham, Vice Chair; Stacy DeBole, Secretary; Mary Ann Cluggish; George Comeau, Esq.; Karen Traub

**Staff Present:**

James Lonergan, Director; Celeste Bruno, Communications Director; Kate Butler, Electronic Services Specialist; Tracey Dimant, Head of Operations & Budget; Rob Favini, Head of Library Advisory and Development; Rachel Masse, Assistant to the Director

**Staff Zoom:**

Maura Deedy, Library Advisory Specialist; Jen Inglis, State Aid Specialist; Paul Kissman, Library Information Systems Specialist; Aparna Ramachandran, Data Analyst/IT Support Specialist; Lauren Stara, Library Building Specialist; Lillian Sutton, Administrative Assistant

**Observers Present:**

Heidi Fowler, Reference Librarian, Grafton Public Library; Jeanette Lundgren, Network Administrator, Sarah Sogigian, Executive Director, Massachusetts Library System (MLS)

**Observers Zoom:**

Eileen Chandler, Administrator, Cape Libraries Automated Materials Sharing Network (CLAMS); Ron Gagnon, Executive Director, North of Boston Library Exchange (NOBLE); Sharon Shaloo, Executive Director, Massachusetts Center for the Book

**Meeting called to order by Chair Conrad**

Chair Conrad called the meeting to order at 10:00 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.

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

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 Network Grant Awards under account 7000-9506; #8 Consideration of approval for the Library eBooks and Audiobooks (LEA) Content Grants; #9 Consideration of appointments to the State Advisory Council on Libraries (SACL) Committee

and #15 adjournment. Commissioner Ball 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- Yes | Commissioner Traub- Yes |
| Commissioner Biancolo- Yes | Commissioner Conrad- Yes | Commissioner Vilas Novas- Yes |

**The motion passed.**

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

**September 1, 2022**

Chair Conrad asked for a motion to approve the minutes from the September 1, 2022 Monthly Meeting.

Commissioner Ball moved and Commissioner Comeau seconded to approve the minutes from the September 1, 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:

As a member of the Board of Library Commissioners, I consider myself extremely fortunate to work with so many people committed to supporting libraries throughout the Commonwealth to ensure they can meet the needs of all residents. This past month I attended a meeting of the Massachusetts Library Association Legislative Committee. During which the members discussed advocacy efforts that will take place in support of the 2024 Legislative Agenda by sponsoring statewide and local legislative events. Committee members also discussed the reintroduction of the library eBook bill sponsored by Representative Balzer during the past legislative session.

This particular piece of legislation addressed the lack of regulation that exists in the eBook market today for libraries and consortia purchasing downloadable eBooks and audiobooks for patrons. The MLA Legislative Committee will be reforming its working group with the goal of working with Rep. Balzer to write a piece of legislation that addresses the barriers that publishers have erected to prevent libraries from being able to offer this service at costs that are sustainable. Other states have attempted draft legislation that address these problems (Maryland and New York in particular) but their efforts have failed to date. Maryland passed a bill that was later rescinded under threat of a lawsuit and New York’s bill was vetoed by the Governor following a coordinated effort by publishers to stop its adoption. This month I also attended a presentation sponsored by the Digital Public Library of American where representatives from these states discussed the roadblocks they faced and how they plan to regroup and try again. And just this past week a group called Fight for the Future published an open letter signed by hundreds of authors speaking out on behalf of libraries. This letter supports the concept that libraries should be able to purchase digital titles at reasonable costs on a perpetual basis and that the recent movement to vilify or control libraries must end.

The MLA Legislative Committee, along with other partners, will also be working to help libraries respond to and prepare for challenges to libraries & library workers.

The Board of Library Commissioners relies heavily on the work of MLA and its working committees to advocate for its programs. I would like to remind the Commissioners that MLA is very dependent upon member dues to support its operations. Rachel sent out an email to all of you this past month regarding reimbursement for payment of MLA dues and I hope that you all take advantage of that offer.

During the past month I also attended a meeting of MBLC staff members and state reps and senators or their aides to discuss how best to address the shortfalls between escalating rising costs and construction grant awards made by the MBLC. James is going to discuss this meeting in greater detail, but I felt the meeting was productive and perhaps even educational for some of those in attendance.

And, finally, a reminder that there will be hearings in early November to discuss the proposed changes in regulations governing the next construction grant round. The Commissioners will be approving the proposed changes at our December meeting and then efforts will begin to advocate for funding a new bond authorization.

**Commissioner Activities**

**Commissioner Abraham**

* September 22- Attended PR Committee Meeting
* September 27- Participated in Executive Committee Meeting
* September 27- Attended Perkins webinar

**Commissioner Ball**

* Working with the Scituate Library about the future of the library

**Commissioner Biancolo**

* September 15- Attended CMLA Annual Meeting

**Commissioner Cluggish**

* September 22- Attended PR Committee Meeting
* September 23- Participated in MLA Legislative Committee Meeting

**Commissioner DeBole**

* September 27- Participated in Executive Committee Meeting

**Commissioner Traub**

* September 12- MLS Executive Board meeting Northampton
* September 13- Friends Coffee Hour Virtual
* September 13- New Salem Library Director; Welcome and Open House
* September 14- WMLA Board Meeting Virtual
* September 14- Athol Public Library visit with Senator Jo Comerford
* September 22- MBLC PR Committee meeting

**Commissioner Vilas Novas**

* September 15- Attended State Aid Workshop

**DIRECTOR’S REPORT**

Director Lonergan presented the following report:

Meetings/activities highlights since the last monthly Board meeting:

* September 8— COSLA EDI Working Group meeting, virtual
* September 12—State Aid Workshop, virtual
* September 12—MLS Executive Board meeting, virtual
* September 14—COSLINE meeting, virtual
* September 15—Central MA Library Advocates Annual Meeting, virtual
* September 20—CW MARS Users Council, virtual
* September 20—Green Communities Grant Announcement, MA Dept. of Energy Resources, Melrose Public Library
* September 21—Mass. Broadband Institute/MBLC meeting, virtual
* September 21—Minuteman Network Membership Committee, virtual
* September 21—Legislators and MBLC Construction Costs meeting, virtual
* September 22—Zoom meeting with Jackson Dyal, new A&F budget analyst
* September 23— MLA Legislative Committee meeting, virtual
* September 23—Office of Economic Empowerment and Libraries webinar
* September 27—"Collaborating for Access: The Outlook for Library Ebook Legislation” webinar, sponsored by DPLA, COSLA, ReadersFirst
* September 27—“Inclusive Language Skills with Perkins Access” webinar
* September 28—CLAMS Membership meeting, virtual
* September 29—COSLA Member Update, virtual

New LSTA Five-Year Plan: IMLS has officially approved our new LSTA Five-Year Plan 2023-2027 and it has been posted to our website at: <https://mblc.state.ma.us/programs-and-support/lsta-grants/lsta-plan.php>

With the end of federal fiscal year 2022 on 9/30/22, the active phase of the MBLC hotspot program is now over. Paul Kissman sent a survey to the over 200 public libraries that have been circulating over 3,000 hotspots to gather circulation statistics as well as general information on program performance as well as each library’s future plans for lending hotspots. We are also asking for stories about the hotspot lending program that we can share with IMLS.

We have requested and IMLS has granted a three-month extension on the award period of performance for our ARPA funds, which will now end on December 30, 2022. This will allow us to redirect some funding that was recently returned to us from two of our Communities Hard Hit by COVID-19 (CHHBC) grant recipients due to changes in management and other factors not under their control.

MPLCP Legislative Meeting: Sen. Comerford and Rep. Domb requested a meeting to discuss library building projects and “spiking construction costs.” Chair Conrad, Mary Rose, Lauren, Andrea, and I met on September 21 with legislators and/or staffers from twelve municipalities (Amherst, Brewster, Deerfield, Fitchburg, Gloucester, Lynnfield, Orange, Seekonk, Sharon, Swansea, Westborough, and Westford--please note that seven of these municipalities—Amherst, Deerfield, Gloucester, Orange, Seekonk, Westborough, and Westford--plus Grafton signed on to the letters recently submitted to the Governor and to leadership in the House and Senate requesting state ARPA funding that I reported on during our meeting last month).

After legislators discussed the community impact of increased construction costs, MBLC staff provided information about how our MPLCP awards are calculated and explained the limits on any changes to our MPLCP awards (current regulations do not allow us to increase our awards and we are limited by our annual cap and our bond authorizations). Sen. Tarr suggested that his legislative colleagues investigate the possibility of “pothole” funding for these increased costs, either from ARPA or other state funds that would be separate from MPLCP funds, given the limits on our funding. Andrea and Lauren offered to update the estimated costs that the twelve communities have been using to determine their additional funding request, which is listed as $87.6 million as of 10/4/22: <https://act.newmode.net/action/massachusetts-taxpayers-library-construction/take-action-massachusetts-libraries>. They followed up with a detailed spreadsheet on Friday, 9/30 that included three additional projects: Marlborough, Greenfield, and Melrose.

Intellectual Freedom Response: MBLC’s outreach efforts to the library community regarding intellectual freedom and materials challenges continue. Representatives from the MBLC, MLS, and MLA have reviewed outreach efforts and gotten attendee feedback at Network Membership meetings for CW MARS, Minuteman, and CLAMS, and are scheduled to speak at SAILS, NOBLE, OCLN, and possibly MVLC in the coming weeks. Maura Deedy has been speaking on behalf of the MBLC and has been joined by Andrea Fiorillo, the co-chair of MLA’s Intellectual Freedom Committee, and Sarah Sogigian from MLS.

Shelley Quezada is working with the Framingham Public Library (Christa McAuliffe branch) in partnership with the [STAR Library Network](https://urldefense.com/v3/__https%3A/www.starnetlibraries.org/__;!!CUhgQOZqV7M!kth2R0qb2JNYXKgoGXGsPTJPh7F_KYRoU1Y2pf-nfKpZy2LSa1wTI9UCMLGDxlcfc6l5M5Buko05EJzPO2sslja3vMprEQ$) (based at the [National Center for Interactive Learning](https://urldefense.com/v3/__https%3A/ncil.spacescience.org/__;!!CUhgQOZqV7M!kth2R0qb2JNYXKgoGXGsPTJPh7F_KYRoU1Y2pf-nfKpZy2LSa1wTI9UCMLGDxlcfc6l5M5Buko05EJzPO2ssljYki9TJJA$) at the [Space Science Institute](https://urldefense.com/v3/__https%3A/www.spacescience.org/__;!!CUhgQOZqV7M!kth2R0qb2JNYXKgoGXGsPTJPh7F_KYRoU1Y2pf-nfKpZy2LSa1wTI9UCMLGDxlcfc6l5M5Buko05EJzPO2ssljaHRGm6aA$)) to support state and public libraries for the 2023 annular solar eclipse and 2024 total solar eclipse by providing [solar eclipse glasses](https://urldefense.com/v3/__https%3A/www.starnetlibraries.org/about/our-projects/solar-eclipse-activities-libraries-seal/__;!!CUhgQOZqV7M!kth2R0qb2JNYXKgoGXGsPTJPh7F_KYRoU1Y2pf-nfKpZy2LSa1wTI9UCMLGDxlcfc6l5M5Buko05EJzPO2ssljbPRHfjyg$), solar science circulation kits, and in-person and virtual training. Spring, 2023 in-person trainings will consist of workshops to prepare and empower public library staff to facilitate meaningful solar and space science programs for their patrons that build curiosity, knowledge, and inspiration. The program is funded by a grant from the Betty and Gordon Moore Foundation.

Shelley has also attended a Mass Department of Public Health workshop introducing the Healthy Outcomes from Positive Experiences (HOPE) project. HOPE represents a paradigm shift in how we see and talk about the positive experiences that support children’s growth and development into healthy, resilient adults. Shelley will continue to attend training sessions in order to become a HOPE facilitator. More information can be found on the project website: <https://positiveexperience.org/>

MBLC staff will be attending and presenting at the upcoming 2022 New England Library Association Annual Conference in Manchester, NH., Oct. 23-25.

Shelley will be presenting Reimaging School Readiness Toolkit: Exploring New Research-Based Resources with Deborah Dutcher, Library Services Consultant, NH State Library.

Lauren will present a session titled Healthy Library Buildings, based on the WELL Building Standard (https://www.wellcertified.com/about-iwbi) to help libraries create an environment that promotes occupant health, safety, and choice.

Andrea will join Lauren as part of a panel presenting on libraries and sustainability. They are both contributing authors to the book “Libraries & Sustainability: Programs and Practices for Community Impact,” recently published by ALA Editions.

Rob will participate on a panel Responding to the Pandemic: IMLS ARPA Funds & Our New England Libraries along with representatives from all the New England state library agencies.

Evan presented to the Western Mass Historical Commissions Coalition about COSTEP’s network and emergency preparedness resources, in line with the webinar’s theme, “Resiliency and Historic Preservation.” Recording available: [W. MA Historical Commission Coalition | PreservationMA (preservationmass.org)](https://www.preservationmass.org/w-ma-historic-commissions-coalition)

Evan also attended OCLC WebJunction presentation on “Civil Legal Issues of Natural Disasters: Libraries Can Help.” Related to developing resilience in libraries, among library workers, and their communities. [Civil Legal Issues of Natural Disasters: Libraries Can Help (webjunction.org)](https://www.webjunction.org/events/webjunction/civil-legal-issues-of-natural-disasters.html)

Rob, Paul, and I met with Josh Eichen from the Mass. Broadband Institute (MBI) on 9/21 to discuss opportunities for the MBLC and the Commonwealth’s libraries and library organizations to provide input into the Digital Equity Act State Plan, to be submitted to the National Telecommunications and Infrastructure Administration (NTIA) in September 2023. MBI is the lead for both the Digital Equity Act (DEA) and the Broadband, Equity, Access and Deployment (BEAD) efforts (both part of the Infrastructure Investment and Jobs Act) in Massachusetts. The MBLC will be a part of a working group being organized by MBI and is coordinating with MBI to offer an information session on opportunities for stakeholder engagement for both programs in early November. DEA State Capacity grants will be available in 2024 “to implement plans and promote digital inclusion” based on state digital equity plans, and competitive grants will be available in 2025.

The Communications Team held a Public Relations Advisory Committee meeting to get feedback and input on the draft content and design for the FY2024 Legislative Agenda. The team estimates the print version will be ready in November and the website in December.

To get a better understanding of the formal book challenges and informal objections or disruptions happening in Massachusetts libraries, the team sent out a quick survey. Results are as follows: 103 libraries responded, combined formal and informal challenges, objections, disruptions have nearly quadrupled or increased by 290% since 2021, going from combined total in 2021 of 20 to 78 in 2022.

In 2022: 10 libraries reported 16 formal challenges; 55 libraries reported 62 informal objections/disruptions (estimated count from included comments)

In 2021: 1 library reported 1 formal challenge (Lawn Boy by Jonathan Evison); 12 libraries reported 19 informal objections/disruptions (estimated count from included comments)

The team coordinated with our partners at the Office of Economic Empowerment to offer a special workshop just for librarians for Baby Steps, a program that helps new parents save for college; 34 attended.

The Summer Team is collecting and analyzing results from summer 2022. The team visited 13 libraries as part of the Bruins and Pride Partnership; 1500 people attended the visits. The summer challenge wrapped up with fewer libraries participating this year: In 2021, we had 54 libraries register for the summer challenge and in 2022, we had 32. The challenge was designed to help libraries during the pandemic, so the team sees the decline as a positive sign that summer programs are returning to normal. Each summer challenge participants are eligible for Bruins prizes. Prize winners are as follows: Middleborough, Foxboro, Harvard, Needham, Westport, Stoughton, Leominster, Gardner, Tyngsboro, Shirley, Hamilton-Wenham, Wrentham, Bridgewater.

Statewide results come from a survey that MLS sends out, which is due back later this month.

Staff news: Matt Perry left the MBLC last Friday, September 30, for a position at the Department of Conservation and Recreation (DCR), working with their Stewardship Council. Matt worked in communications and outreach for the MBLC for seven years. We thank Matt for his dedicated service to the MBLC and to the Commonwealth’s libraries and wish him well for the future!

**Consideration of Network Grant Awards under account 7000-9506**

Paul Kissman, Library Information Systems Specialist presented the grant award recommendations for the following four grants, to be funded out of account 7000-9506, Library Technology and Resource Sharing.

* Small Libraries in Networks ($378,959)
* Telecommunications for Resource Sharing ($430,774)
* Network Infrastructure ($300,000)
* Resource Sharing Program ($1,686,825)

The total for the four award recommendations is $2,796,391, a $63,304 (2.32%) increase from FY22. The grant opportunities were approved by the Board at their June 2, 2022, meeting.

**Small Libraries in Networks**

For FY2023, $378,959 from the Library Technology and Resource Sharing Account (7000-9506) will be used to support connectivity and network membership through the Small Library in Networks (SLIN) program for 158 libraries.

SLIN grants, though awarded to the network, directly offset the membership cost for eligible member libraries. Each library’s membership offset is calculated from a common base amount ($1,450), a municipal need factor using the library’s federal e-rate discount percentage (20% - 90%), and an additional award if the network membership exceeds 6% of the library’s Total Appropriated Municipal Income (TAMI).

MBLC staff provided each network with an initial list of eligible libraries and offset calculations, which were then confirmed by the networks.

CW MARS’ award consists of two components: $257,488 for 99 member libraries and $2,625 for managing the connectivity for 7 nonmember public libraries’ internet access.

# **Changes from FY22**

Five libraries that had joined CW Mars in FY22 under the Joining Networks grant have been added to the SLIN program for FY23: Brimfield, Conway, Hardwick (Paige), New Braintree, and Tyringham.

Municipal population for baseline program eligibility is checked every year against the latest Department of Revenue socioeconomic data figures (Census 2020). No libraries’ participation in the program have been affected by population shifts this year.

The Small Libraries in Networks Review Committee Final Recommendations (9/25/2019) had frozen the remaining data inputs for network membership percentages and E-rate discount percentages for three years, FY20-FY22.

This year, FY23 network membership assessments were checked against the latest TAMI figures available (FY21). Awards for libraries that were no longer above the 6% threshold and for libraries that newly exceeded that threshold were adjusted accordingly. E-rate discount percentages did not change.

The calculated SLIN award for four libraries, Egremont, Millville, Tolland, and Tyringham would have nearly fully funded, or even exceeded the library’s membership in CW MARS, thereby requiring no local contribution at all. CW MARS and MBLC agreed to cap any library’s award at 85% of the actual membership cost, so that the library was responsible for a minimal annual assessment of 15%.

**Telecommunications for Resource Sharing Grant Program**

The Telecommunications for Resource Sharing program offsets the annual operating expense of library connections to the Internet and to the services provided by their automated library network, including core library business transactions, such as searching, circulation, cataloging, and patron registration. Automated resource sharing networks have received state-funded telecommunications support for 35 years (since 1987).

For FY2023, the Telecommunications for Resource Sharing program will offset the approximately 85% of the total cost of network telecommunications after E-rate discounts have been factored in. Both central site connections and library “remote-to-host” connections are offset at up to 85%. The maximum amount allowed per outlet for FY23 remains at $1,750 /yr.

The program supports direct connections to 346 library outlets. Shared central site internet connections benefit 365 member libraries. However, the concept of shared services via a robust local central site has diminished over the years. Networks servers are now hosted by a vendor or in a managed cloud environment. Two networks, CLAMS and OCLN, no longer have permanent offices for staff, and thus no longer request support for this component. Consequently, network requests for central site support are decreasing, with a 37% reduction over the last five years.

Telecommunications for Resource Sharing also provides the annual ongoing “internet only” connectivity funding for small public libraries that are not part of a network. CW MARS is responsible for managing broadband internet access to 7 libraries. Four of these libraries have been put on the CW MARS contract with Crocker Communications. The remaining three libraries have 85% of their internet service costs reimbursed through the network.

Proposals were reviewed by MBLC staff and preliminary calculations shared with the automated networks prior to the final recommendation. This is a formula-based grant program.

**Network Infrastructure Grant Program**

The Network Infrastructure program provides annual support for the capital and infrastructure costs of the nine automate resource sharing networks that form the foundation for essential library services throughout the Commonwealth.

Applications were reviewed by MBLC staff and outlet data verified prior to the final recommendation. This is a formula-based grant program that includes a common base amount for each network and a per-outlet amount based on the number of network member libraries, branches, bookmobiles, and connected offsite storage facilities. In FY23, as in FY22, the base amount remains at $7,500 and the total grant amount at $300,000. 542 total outlets (decrease of 2) were counted for a per outlet amount of $429.

**Resource Sharing Grant Program**

The Resource Sharing program provides an incentive for libraries that are members of the nine automated resource sharing networks to list their titles and holdings in a publicly accessible database, and to lend materials to users of other libraries. Annual assessments that network member libraries pay are reduced with the help of these funds. Libraries, in turn, can show their funding authorities that there is a direct monetary benefit for their sharing materials, as well as the opportunity for their own users to have access to a much larger pool of resources.

FY2023 is the second year using a new resource sharing formula. Under the new formula awards are based on the size of the network’s operating budget and the number of members served, along with a smaller nod to the interlibrary loan activity each network undertakes each year. Each network’s resource sharing grant award correlates well with its size, complexity, and resource sharing activity. The formula freezes all the inputs for five years, except for yearly interlibrary lending. Thus, given a stable overall funding target ($1,600,000), each network has a very good estimate of what its award will be through FY26. To buffer the larger changes that some networks will see, increases and decreases are capped at 3%, so no network will experience a major shift from one year to the next.

Network data reporting was reviewed by MBLC staff, and final calculations shared with the nine automated resource sharing networks on September 29, 2022.

# **eCard Maintenance**

New for FY23, the resource sharing grants include support for the cooperative network eCard program. The eCard registration and renewal platform will launch during the second half of this fiscal year. The platform allows for simplified and more reliable card registration and renewal processes across the Commonwealth. With LSTA support slotted for the initial implementation, MBLC will also offset 75% of the annual maintenance costs for the eight participating networks through the resource sharing program for an additional total of $74,071.

Commissioner Comeau moved and Commissioner Ball seconded to approve the following six Small Libraries in Network Grants totaling $378,959, for FY2023.

**Small Libraries in Networks Expansion**

|  |  |  |
| --- | --- | --- |
| **Library** | **Municipality** | **Award** |
| CLAMS | Barnstable |  $30,665  |
| CW MARS | Worcester |  $268,094  |
| Minuteman Library Network | Natick |  $11,615  |
| MVLC | North Andover |  $40,220  |
| OCLN | Braintree |  $4,250  |
| SAILS | Lakeville |  $24,115  |
| **Total Recommended: $378,959** |

Commissioner Biancolo moved and Commissioner Ball seconded to approve the following nine Telecommunications for Resource Sharing Grants, totaling $430,774 for FY2023.

**Telecommunications for Resource Sharing**

|  |  |  |
| --- | --- | --- |
| **Network** | **Municipality** | **Award** |
| CLAMS | Barnstable | $15,871  |
| CW MARS | Worcester | $111,875  |
| FLO | Boston | $5,100  |
| MBLN | Boston | $36,057  |
| Minuteman Library Network | Natick | $71,529  |
| MVLC | North Andover | $40,767  |
| NOBLE | Danvers | $40,545  |
| OCLN | Braintree | $51,135  |
| SAILS | Lakeville | $57,895  |
| $430,774 |

Commissioner Abraham moved and Commissioner Biancolo seconded to approve the following nine Network Infrastructure Grants, totaling $300,000 FY2023.

**Network Infrastructure**

|  |  |  |
| --- | --- | --- |
| **Network / MLS** | **Municipality** | **Award** |
| CLAMS | Barnstable |  $ 23,800  |
| CW MARS | Worcester |  $ 85,572  |
| FLO | Boston |  $ 22,085  |
| MBLN | Boston |  $ 27,661  |
| Minuteman Library Network | Natick |  $ 34,096  |
| MVLC | North Andover |  $ 24,659  |
| NOBLE | Danvers |  $ 21,656  |
| OCLN | Braintree |  $ 22,943  |
| SAILS | Lakeville |  $ 37,528  |
| **$300,000** |

Commissioner Vilas Novas moved and Commissioner Ball seconded to approve the following nine Resource Sharing Program Grants totaling $1,686,825 for FY2023.

**Resource Sharing Program**

|  |  |  |
| --- | --- | --- |
| **Network** | **Municipality** | **Award** |
| CLAMS | Barnstable | $107,428  |
| CW MARS | Worcester | $327,999  |
| FLO | Boston | $81,472  |
| MBLN | Boston | $236,935  |
| Minuteman Library Network | Natick | $302,985  |
| MVLC | North Andover | $158,654  |
| NOBLE | Danvers | $180,721  |
| OCLN | Braintree | $133,255  |
| SAILS | Lakeville | $157,376  |
| **$1,686,825** |

**Hearing no objection, Chair Conrad declared all Network Grant Award motions passed under the consent agenda.**

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

Kate Butler, Electronic Services Specialist presented the LEA eContent Grants:

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

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

For FY23, each network has provided MBLC with title and holdings counts of their shareable OverDrive collection, and both the network spending and individual library spending on shareable content for the previous three fiscal years. Items which are not shareable via LEA -- eMagazines, simultaneous use products, and OverDrive Advantage copies -- were not eligible for inclusion. Content awards were calculated with a common base amount of $10,000 for each network, with the remaining funds apportioned based on their provided data: 50% for total spending and 50% for holdings.

Commissioner Ball moved and Commissioner DeBole seconded that the Massachusetts Board of Library Commissioners approves the following eight LEA Content Grants totaling $500,000 for FY2023, to be paid out of line item 7000-9506, and eight LEA Platform Grants totaling $94,000 for FY2023, to be paid out of LSTA funds.

|  |  |  |  |
| --- | --- | --- | --- |
| Network | Municipality | Award (Content) | Award (Platform) |
| CLAMS | Barnstable | $38,874.30 | $12,000 |
| CW MARS | Worcester | $76,245.06 | $12,000 |
| MBLN | Boston | $116,926.29 | $10,000 |
| Minuteman Library Network | Natick | $98,731.16 | $12,000 |
| MVLC | North Andover | $32,965.67 | $12,000 |
| NOBLE | Danvers | $34,103.65 | $12,000 |
| OCLN | Braintree | $54,192.38 | $12,000 |
| SAILS | Lakeville | $47,961.49 | $12,000 |
| **$500,000** | **$94,000** |

**Hearing no objection, Chair Conrad declared the LEA Content Grant Awards motion passed under the consent agenda.**

**Consideration of appointments to the State Advisory Council on Libraries (SACL) Committee**

Rob Favini, Head of Library Advisory and Development presented the following person to be appointed to the SACL Committee.

The Statewide Advisory Council on Libraries has an opening for a SACL representative for libraries serving traditionally under-served populations. The LSTA staff is pleased to present Julian Santos, Librarian at the Suffolk County Sheriff’s Department of Corrections as a candidate for your consideration:

Julian Santos is appointed to a three-year term and can be re-appointed for an additional three years.

Commissioner Biancolo moved and Commissioner Comeau seconded that the Massachusetts Board of Library Commissioners appoints Julian Santos to the State Advisory Council on Libraries with term ending on September 30, 2024.

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

**Discussion/ review of policies for the FY2025 State Aid to Public Libraries Program**

Jen Inglis, State Aid Specialist presented the Board policies related to the FY2025 State Aid to Public Libraries program: a) Extending a Grace Period for Increased Population-based Minimum Standards; b) Minimum Standards of Hours of Service for Public Libraries; c) Minimum Materials Expenditure Standard Calculation; d) Materials Expenditure and Hours Open Accommodation Policy; e) Municipal Appropriation Requirement (MAR) Calculation; f) Determining Eligibility for a Waiver of the FY2025 Municipal Appropriation Requirement; g) The Closure of a Public Library; h) Five Year Waiver Plan Policy.

She stated that the proposed policies would be presented for Board approval at the November 3, 2022, Board Meeting.

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

Sarah Sogigian, Executive Director presented the following report to the Board.

**Strategic Initiative 1**
MLS ensures its services are sustainable, prioritize member needs, and equitably serve all member types.

|  |  |  |  |
| --- | --- | --- | --- |
| Goal | Actions | Measurement of Success | **Monthly work towards goal** |
| MLS ensures service value to all member types. | MLS will create new avenues for active member engagement, including task forces, class leaders, and project engagements. | *MLS will report to member libraries on an annual basis the number of active member engagements.* | We will create a process to engage with member library staff on leading learning opportunities.We collaborated with the Cushman Library and Winchester Public Library on blog posts about their website redesigns. |
| MLS will continue to strengthen its partnerships and collaborations to allow MLS to focus on what it does uniquely well. | Utilizing the newly created partnership policy and process, MLS will explore possible partnership work with the Library for the Commonwealth and other organizations. | *MLS will report to member libraries on an annual basis the value of their partnerships.* | MLS collaborated with the Employers Association of the NorthEast to bring member benefits to MLS members (see next box for details) |
| New services will be designed to deliver the greatest statewide impact, able to expand and contract due to available funding and need. | MLS will evaluate current, new, and proposed services using a new internal service review process. | *MLS will ensure that services are able to expand and contract due to available funding, need, and capacity.* | We launched a collaboration with the Employers Association of the NorthEast (EANE), including an HR Hotline for public library members, discounts on EANE membership and services for all members, and HR-related learning opportunities. Join us for an informational webinar about these new services on September 15 at 10 am. |

**Strategic Initiative 2**

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

|  |  |  |  |
| --- | --- | --- | --- |
| Goal | Actions | Measurement of Success | **Monthly work towards goal** |
| MLS promotes excellence and continuity by providing professional development, conversation, and community around leadership. | Together with our partners, MLS will lead the planning of learning opportunities on leadership and management topics and ensure networking options in our engagements. | *MLS will report to member libraries on an annual basis the leadership and management learning opportunities hosted and the reflection from participants.* | MLS will host our first in-person workshops since the beginning of the pandemic. On September 14 and 15 we are hosting “Sing Me a Story” with Emilia Dahlin in the Marlborough and Northampton MLS offices. We have had strong registrations with waitlists for these classes. |
| Leadership, professional development, and networking opportunities will have flexible offerings in order to include participants from various library types, library sizes, and resources. | MLS will explore the creation of grants and/or scholarship opportunities to support member library staff in their professional development work. | *MLS will report to member libraries on an annual basis the number of opportunities available, awarded, and the reflection from participants.* |  |

**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.

|  |  |  |  |
| --- | --- | --- | --- |
| Goal | Actions | Measurement of Success | **Monthly work towards goal** |
| MLS will integrate the core values of diversity, equity, inclusion, accessibility and social justice into its policies, practices, procedures, and programs. | Utilizing learnings from our work last year, MLS will continue its review of documents, resources and practices to ensure they align with core values.In partnership with trusted experts, MLS will begin an accessibility audit of MLS services. | *MLS will demonstrate both increased resource allocation as well as substantive, visible progress in representation throughout MLS services.* | We drafted an accessibility statement for events that we will begin using to inform members about the process for requesting an accommodation to attend an event. |
| 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. | Utilizing established services, MLS will showcase member libraries that are using the core values of DEI within their communities. | *MLS will report to member libraries on an annual basis the DEI learning opportunities hosted and the reflection from participants.* |  |

**Save the date:** MLS Annual Meeting is scheduled for Monday, November 7, 2022 at Devens Common Center.

Additional notes:

* Sarah Sogigian completed an online course at Duke University and earned her Certificate in Nonprofit Management.

**PUBLIC COMMENT**

There was no public comment.

**OLD BUSINESS**

There was no old business.

**List of documents for the October 6, 2022, Regular Monthly Board Meeting:**

1. Agenda for the October 6, 2022, Regular Monthly Board Meeting
2. Draft Minutes from the September 1, 2022 Regular Monthly Board Meeting
3. Agenda #7 Consideration of Network Grant Awards under account 7000-9506
4. Agenda #8- Consideration of approval for the Library eBooks and Audiobooks (LEA) Content Grants
5. Agenda #9- Consideration of appointments to the State Advisory Council on Libraries (SACL) Committee
6. Agenda 10- Discussion/ review of policies for the FY2025 State Aid to Public Libraries Program

**ADJOURNMENT**

The meeting adjourned at 12:15 P.M.



Stacy DeBole

Secretary