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

**Date** : Thursday, January 4, 2024

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

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

Boston, MA

**Board**

**Present** : Debby Conrad, Chair; Vicky Biancolo, Vice Chair; Mary Ann Cluggish; Joyce Linehan

**Board** : Karen Traub, Secretary; George Comeau, Esq.; Jessica Vilas Novas

**Present**

**Zoom**

**Absent** : Barbara Barros; Stacy DeBole

**Staff Present:**

James Lonergan, Director; Andrea Bono-Bunker, Library Building Specialist; Tracey Dimant, Head of Operations and Budget; Sue Faielle, Accountant; Rob Favini, Head of Library Advisory & Development; Rachel Masse, Assistant to the Director; Cate Merlin, Head of State Programs; June Thammasnong, Communications Specialist

**Staff Zoom:**

Celeste Bruno, Communications Director; Kate Butler, Library Information Systems Specialist; Maura Deedy, Library Advisory Specialist; Lyndsay Forbes, Program Manager and Grant Specialist; Jennifer Inglis, State Aid Specialist; Jaccavrie McNeely, Electronic Services Specialist; Lillian Sutton, Administrative Assistant

**Observers Present:**

Courtney Andree, Executive Director, Massachusetts Center for the Book; Abigail Porter, Library Director, Lynnfield Public Library; Sarah Sogigian, Executive Director, Massachusetts Library System (MLS)

**Observers Zoom:**

William Adamczyk, Library Director, Milton Public Library; Nora Blake, Library Director, Ipswich Public Library; Russell Boekenkroeger, Trustee, Lynnfield Public Library; Robert Calamari, Trustee Chair, Lynnfield Public Library; Eileen Chandler, Network Administrator, Cape Libraries Automated Materials Sharing (CLAMS); Aida Gennis, Trustee Chair, Wayland Free Public Library; Faith Honer-Coakley, Trustee, Lynnfield Public Library; Andrew Kenneally, Trustee, Lynnfield Public Library; Marie Letarte, Library Director, Bigelow Library, Clinton; Chris Lindquist, Director, Wayland Free Public Library; Kathy Lussier, Network Administrator, North of Boston Library Exchange (NOBLE); Maria McCauley, Director, Cambridge Public Libraries; Dave Slater, Network Administrator, Old Colony Library Network (OCLN); Angela Veizaga, Director of Strategic Partnerships, Library for the Commonwealth

**Meeting called to order by Chair Conrad**

Chair Conrad called the meeting to order at 10:10 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 Barros- Didn’t arrive to meeting for roll call | Commissioner Comeau- Present | Commissioner Linehan- Present |
| Commissioner Biancolo- Present | Commissioner Conrad- Present | Commissioner Traub- Present |
| Commissioner Cluggish- Present | Commissioner DeBole- Didn’t arrive to meeting for roll call | 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- December 7, 2023 Minutes, #7- Consideration of approval to the Town of Lynnfield for an extension to accept their provisional grant award, #8- Consideration of approval of municipalities meeting the requirements for the FY2024 State Aid to Public Libraries based on eligibility established in FY2024 for the Municipal Appropriation Requirement and in FY2023 for the minimum standards, and #17- Adjournment.

Commissioner Linehan seconded.

A roll call vote will be taken for agenda #11 Consideration for the Director Search Process.

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

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| --- | --- | --- |
| Commissioner Barros- Didn’t arrive to meeting for roll call | Commissioner Comeau- Absent | Commissioner Linehan- Yes |
| Commissioner Biancolo- Yes | Commissioner Conrad- Yes | Commissioner Traub- Yes |
| Commissioner Cluggish- Yes | Commissioner DeBole- Didn’t arrive to meeting for roll call | Commissioner Vilas Novas- Yes |

**The motion passed.**

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

**December 7, 2023**

Chair Conrad asked for a motion to approve the minutes from the December 7, 2023 Monthly Meeting as presented.

Commissioner Biancolo moved and Commissioner Linehan seconded to approve the minutes from the December 7, 2023, Regular Monthly Meeting.

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

**Chair’s Report**

Chair Conrad presented the following report:

We have a very full agenda today with many items that may require time for discussion and deliberation. Therefore, I will keep my January report brief. I attended the Executive Committee meeting on December 27. I also subscribed to the E-rate email distribution list recently announced by Kate Butler. For the majority of the month, I was out of state visiting family.

I did have time to reflect upon the successes and challenges of the past year. The library community conducted some extremely effective advocacy events. There were a number of regional events as well as the first post-Covid Library Legislative Day at the State House. These were very well attended, and many attendees were new to advocacy. It was heartening to see their enthusiasm. These efforts resulted in increases in all of 2024 MBLC Budget line items.

Across the Commonwealth libraries of all types have struggled to respond to attempts to restrict the types of programs and materials available to patrons. As recently as 2 weeks ago, a school district was reported to the local police department because a middle school classroom had a copy of Gender Queer. Legislators have expressed concern over these attempts and there are several bills that have been filed that are intended to protect libraries from these attempts. As a result, the Massachusetts Library Association was invited to testify at a hearing that discussed book bans as well as unfair pricing for eBook sales to libraries.

And of course, we have had to say good-bye to some incredibly talented long-term members of the MBLC staff.

In 2024 we are facing several critical tasks. Today the Commissioners will be discussing and approving the process to be followed for the Director search due to James’ upcoming retirement. Over the past several decades, the MBLC has been fortunate that its directors have had the vision and leadership to collaborate with partners to develop statewide library services and support that are the envy of other states. The new director must have the skill set to ensure that these programs continue to be robust and broad based which will ensure all residents receive the services they require.

It is essential that we continue to advocate for effective legislation to combat attempts at censorship and rein in predatory pricing for eBooks. These two issues are probably the most critical facing all libraries across the Commonwealth.

While we have enjoyed significant success in increasing the MBLC line items, we should not assume that the level of support we have received will continue. The economic situation at both the state and federal level are unclear at this point. There are going to be many things that can distract attention away from our programs – a federal election, budget uncertainties, an ongoing immigration crisis, infrastructure issues to name a few. I am going to ask that the Commissioners and the library community take the time to talk to their legislators and government officials about the critical role libraries play in Massachusetts. This can be done by attending legislative breakfasts, attending the Mass Municipal Association annual convention, dropping by local legislators’ office hours, emailing them on a regular basis. This should be a yearlong commitment to advocacy. Our legislative agenda for FY2025 is ambitious but achievable. We will only see successful results if we continue to tell our story to decision makers.

**Commissioner Activities**

**Commissioner Biancolo**

* December 27- MBLC Executive Committee Meeting

**Commissioner Cluggish**

* December 12- Virtually attended webinar by Maura Deedy on 1st Amendment Audits

**Commissioner Traub**

* December 20- Western Mass Library Advocates
* December 27- MBLC Executive Committee

**DIRECTOR’S REPORT**

Director Lonergan presented the following report:

Meetings/activities highlights since the last monthly Board meeting:

* December 8—Massachusetts Library Association (MLA) Executive Board meeting, virtual
* December 13—Council of State Library Agencies in the Northeast (COSLINE) meeting, virtual
* December 14—Massachusetts Library System (MLS) webinar: Data Visualization for All: Practical Tips to Communicate More Effectively
* December 18—Presented during MLS Executive Board Orientation, Marlborough
* December 18—MLS Executive Board meeting, Marlborough
* December 27— MBLC Executive Committee meeting, virtual

FY2025 Budget: Governor Healey’s FY2025 budget proposal is due by January 24th. Tax collections have been “lagging behind projections,” but the Governor has stated that she is not considering unilateral (9C) cuts to agency FY2024 budgets.

The Joint Committee on Education will be holding a hearing on Wednesday, January 10th from 1:00 to 5:00 p.m. that will include S.2528, An Act Regarding Free Expression, Senator Julian Cyr’s anti-book banning bill. We worked with Sen. Cyr’s staff on the language for the sections focused on Chapter 78. Rep John Moran’s similar bill, H.4229, will also be included in the hearing that day.

First Amendment Audits for Public Libraries: Prepare and Respond: On December 12th Maura Deedy hosted a webinar that featured Michael D’Ortenzio Jr., Associate Attorney with KP Law presenting an overview of First Amendment audits as they relate to public libraries. Participants learned how to prepare for an "audit", including strategies for calmly communicating with auditors and library users, reporting the interaction, and determining follow-up measures. A Q&A session followed the presentation. This session, with 68 participants, was recorded and will be posted on the MBLC website.

With input from the Statewide PR Committee and several MBLC staff, the communications team finished the FY2025 Legislative Agenda. It highlights issues that are of interest to both legislators and the library community including immigrant services, broadband access, attempts to ban books, and library eBook access. It demonstrates how each of the MBLC’s funding priorities: the agency’s budget line, the State Aid to Public Libraries Program, and the Mass Center for the Book, work to improve these issues across the Commonwealth. The legislative agenda website is also live: <https://mblclegislativeagenda.com/>

The team is also preparing for the Massachusetts Municipal Association’s annual trade show and conference. With the large number of new MBLC staff, a new MBLC at a Glance has been created with brief program descriptions and staff contact information. Other print materials that will be available include: the legislative agenda, the library ecosystem chart, and construction information. A bookmark with a QR code that leads to a webpage on the agency site with more detailed program information will also be available.   
  
The team worked with Uechi Ng and the state aid unit to develop the new State Aid online brochure/microsite for municipal officials. The site explains the benefits of the state aid program, offers a search so municipal officials can see how much their community saved by being certified in the State Aid Program, and includes information on how much state aid awards have increased for individual communities over the past decade (for most it’s been a 50% increase). The new site will be MBLCStateAid.com.

Staff news:

We are very happy to announce that Allyson (Ally) Dowds will be joining the MBLC as our new Consultant to Special Populations. Ally brings a great deal of related experience including having worked in a corrections library and as an outreach librarian at the Boston Public Library. Most recently she served as the Head of Public Services at the Reading Public Library. She has a bachelor’s degree in journalism from Loyola University in Chicago and an MLIS from Simmons. In addition, Ally was a former student in Shelley Quezada’s class at Simmons and returned many times as a guest speaker. Ally’s first day will be January 8, 2024, which is also the first day for Heather Backman, previously announced as our new Library Building Specialist.

Maura Deedy has submitted her resignation effective January 26, 2024. She and her family are relocating to New Jersey. Maura has set high standards in her outreach work to library trustees, friends, directors, and foundations. She introduced many programming and support initiatives that we will continue moving forward. In addition, her willingness to jump in to take a leadership role to support libraries facing COVID 19, EDI issues, and most recently intellectual freedom challenges represents the MBLC at its best. Please join me in thanking Maura for her dedicated service to the MBLC and to the Commonwealth’s libraries and in extending our best wishes to her for the future!

We will be advertising Maura’s position as well as the open Preservation Specialist position in January. Both positions are responsible for key outreach activities at the MBLC. We hope to have both positions filled over the next two months.

**Legislative Report**

Rob Favini, Government Liaison presented the following report:

**State Book Legislation Update**

All book related bills remain in committee. There has been some movement to consolidate language among the many bills in December, but as expected things were relatively quiet.

**eBook legislation** *An Act empowering library access to electronic books and digital audiobooks*: [H.3239](https://malegislature.gov/Bills/193/H3239) Rep. Balser

On December 18th Kate Butler and I met with Rep. Domb’s Research Director Derek Dunlea to provide an overview of the statewide LEA eBook program. Derek was particularly interested in a breakdown of cost by network and usage statistics.

The Massachusetts Library Association (MLA) has organized a briefing for legislators and staff on H.3239 on Tuesday, January 23, 2024, 1:00pm-3:00pm, State House Room 428. There are plans to provide a virtual link to the briefing. I will provide details when they are available.

**School library book legislation** *An* *Act regarding free expression*: [S.2528](https://malegislature.gov/Bills/193/S2528) Sen. Cyr; [HD.4713](https://malegislature.gov/Bills/193/HD4713) Rep. Moran

We anticipate that Senator Cyr’s bill will be streamlined to concentrate on the school library provisions of the original bill with the public library provisions referencing sections of MGL 78 moving over to Freedom to Read bills currently under the Tourism, Arts, and Culture Committee. I am meeting with Rep. Moran’s Legislative aid Mihiro Shimano on January 4th to get an update.

This bill remains Under the Joint Committee on Education. A complementary House bill, HD.4713 was filed by Rep. John Francis Moran.

A [hearing](https://malegislature.gov/Events/Hearings/Detail/4815) for both bills by the Joint Committee on Education is scheduled for Wednesday, January 10, 2024 at 1:00pm in State House Hearing Room A-2 and virtual. The deadline to sign up for virtual testimony is 3:00pm on Monday, January 8th.

**Freedom to read legislation** *An* *Act protecting against attempts to ban, remove, or restrict library access to materials*: [S.2447](https://malegislature.gov/Bills/193/S2447) Sen Oliveria; [HD.4443](https://malegislature.gov/Bills/193/HD4443) Rep. Saunders. *An Act ensuring freedom to read in the Commonwealth*: [H.4005](https://malegislature.gov/Bills/193/H4005) Rep. Hawkins.

This group of bills continues to be a work in progress. There has been a bit of streamlining with Senator Oliveria and Representative Saunders filing complementary bills under the same name. How, and if, the provisions of Representative Hawkins’ bill are incorporated into a unified anti book banning bill remains to be seen.

MLA has organized a briefing for these bills to take place on Wednesday, January 31, 2024, at 10:00am-noon in State House Room 428.

**Congressional Book Legislation**

In addition to state legislative activity, two Congressional Bill were announced this month. In a December 14th [press release](https://pressley.house.gov/2023/12/14/pressley-unveils-bill-to-confront-rise-in-book-bans-ensure-inclusive-learning-environments/) Congresswoman Ayanna Pressley (MA-07) unveiled the [*Books Save Lives Act*](https://pressley.house.gov/wp-content/uploads/2023/12/Books-Save-Lives-Act-text.pdf) to help ensure an inclusive learning environment and counteract the harm of book bans across the country. The Act would counteract the rise in book bans and help ensure an inclusive learning environment for all students. The legislation applies to school and public libraries receiving Federal funding and would:

* Ensure primary and secondary schools have a library with a trained librarian
* Require public libraries and school libraries to maintain a diverse collection of books
* Classify discriminatory book bans as violations of federal civil rights laws
* Direct the Government Accountability Office to report on the effect of book bans on underrepresented communities

Earlier in the month Rep. Maxwell Frost (D-Fla.) introduced the [*Fight Book Bans Act*](https://www.congress.gov/bill/118th-congress/house-bill/6592/text?s=9&r=7). This federal legislation would empower the U.S. Department of Education to provide up to $100,000 to school districts in the U.S. to cover litigation costs and related expenses tied to challenges made against the presence of educational and library materials in schools. A total of $15 million, over five years, would be earmarked for this purpose.

**Massachusetts Legislative Events**

It appears that MLA will not be holding an in-person Library Legislative day at the State House in 2024. Plans for any alternative Legislation Day events have not been announced.

The calendar is filling up with Legislative breakfast events happening across the state. I’ve provided a table below with the most up-to-date event information. Commissioners who would like to attend and speak to our Legislative Agenda at an event can contact me. Key MBLC staff will also be attending these events to answer questions.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Date** | **Time** | **Location** | **RSVP Contact** | **Legislator** | **Commissioner** |
| Thursday, 1/18/24 | 8:30am | Greenfield Public Library | Misha Storm northfielddirector@cwmars.org Anna Bognolo anna.bognolo@greenfield-ma.gov | Senator Jo Comerford | Karen Traub |
| Friday, 1/19/24 | 8:00am | Bancroft Library Hopedale | Tricia Perry tperry@cwmars.org | Senator Ryann Fattman |  |
| Friday, 1/26/24 | 8:00am | Milne Public Library, Williamstown | pmcleod@williamstownma.gov | Sen. Paul Mark |  |
| Friday,  2/2/24 | 8:00am | Worcester Public Library | Cara Stone cstone@mywplorg |  |  |
| Friday,  2/9/24 | 8:00am | Wilmington Memorial Library | Kate Coraccio kcoraccio@wilmlibrary.org Kim Lynn klynn@mhl.org |  |  |
| Friday,  2/16/24 | 8:30am | Agawam Public Library | Nancy Siegel nsiegel@agawamlibrary.org | Sen, John Velis |  |
| Friday,  2/23/24 | 8:30am | Springfield Brightwood Branch |  | Senators Oliveira and Gomez |  |
| Friday,  3/1/24 | TBD | Westport Free Public Library (SAILS) |  |  |  |

**Consideration of approval to the Town of Lynnfield for an extension to accept their provisional grant award**

The Lynnfield Public Library has requested an extension of time to confirm local funding and accept its provisional grant award in the Massachusetts Public Library Construction Program.

Abilgail Porter, Library Director; Russell Boekenkroeger; Robert Dolan, Town Administrator

Members of the Massachusetts Board of Library Commissioners:

Pursuant to a vote taken at the December 11, 2023 meeting of the Lynnfield Select Board, I am writing to inform you that at the above-referenced meeting, duly posted, the Select Board voted unanimously to petition the Board of Library Commissioners to grant the Town of Lynnfield for an extension to April 30, 2024 to allow sufficient time for Town residents to be given an additional opportunity to vote on whether to fund the proposed Lynnfield Library building project.

At the fall town meeting in October, a majority of voters, but not the two-thirds required for passage, voted to approve the warrant article that would have appropriated the necessary funding for the building project. Proponents of the project, including the Board of Library Trustees and the Library Building Committee, subsequently expressed a strong interest in gathering further input from residents to the proposal, and bringing the matter again before voters at a special town meeting in March, with a subsequent ballot question that would ask voters to approve the necessary Proposition 2-1/2 debt exclusion for the project funding at the annual town election to be held on April 9, 2024. Four public forums have been scheduled in January and February to solicit input and provide the public with more information about the project.

The Select Board believes that the Town's voters should have this opportunity to make a final decision on the library building program proposal.

The Town of Lynnfield is grateful to the MBLC for the provisional grant award and supplemental materials cost escalation funds, as well as the invaluable assistance of Andrea Bono-Bunker and the MBLC staff during this process. The Town is also grateful for your consideration of this request.

Sincerely yours,

Robert J. Dolan

Town Administrator

Commissioner George Comeau and Commissioner Mary Ann Cluggish seconded that the 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 Lynnfield for its library construction project for the Lynnfield Public Library to April 30, 2024.

**Consideration of approval of municipalities meeting the requirements for the FY2024 State Aid to Public Libraries based on eligibility established in FY2024 for the Municipal Appropriation Requirement and in FY2023 for the minimum standards**

Jen Inglis, State Aid Specialist, presented for certification 65 municipalities meeting the requirements for the FY2024 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 $1,513,389.05.

Commissioner Biancolo moved and Commissioner Linehan 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 FY2024 Library Incentive Grant (LIG), a FY2024 Municipal Equalization Grant (MEG)and a FY2024 Nonresident Circulation (NRC) offset in the indicated amounts, totaling $1,513,389.05, and authorizes any additional FY2024 State Aid to Public Libraries disbursements that may be possible toward the end of the grant cycle.

**Review of municipalities requesting waivers for the FY2024 municipal appropriation requirement in the FY2024 State Aid to Public Libraries Program within the 5% threshold**

James Lonergan, Director presented the 3 libraries that were petitioning the Board for a Waiver of the MAR that were below the five percent threshold set by the Board at the January Board Meeting for not being disproportionately cut in relationship to other departments within their municipality.

These 3 municipalities are Clarksburg, Lawrence, Stoughton

Board will vote on waivers at the February 1, 2024 meeting.

**Review and presentation of petition for a waiver of the municipal appropriation requirement for the FY2024 State Aid to Public Libraries Program above the 5% threshold**

1. Wayland -9.26%

**Consideration of the Director Search Process**

**Consideration of a charge to the Director Search Committee**

Charge to the Director Search Committee:

The Director Search Committee is charged with identifying and recommending candidates for the position of Director for consideration by the Board of Library Commissioners.

The committee will review applications, conduct preliminary screening interviews, conduct second interviews and forward up to four finalists for the Board’s consideration.

The committee will carry out its proceedings fairly and confidentially to protect the privacy of the applicants until the finalists have been selected to be presented to the Board.

The Board of Library Commissioners will hold interviews of the finalists recommended by the Search Committee at an open Board meeting and select the Director.

It is anticipated that the Search Committee will begin its work in January, and conclude its work by April.

Commissioner Cluggish moved and Commissioner Biancolo seconded that the Massachusetts Board of Library Commissioners adopts the charge to the director search committee as detailed above.

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| Commissioner Barros- Didn’t arrive yet | Commissioner Comeau- Stepped away | Commissioner Linehan- Yes |
| Commissioner Biancolo- Yes | Commissioner Conrad- Yes | Commissioner Traub- Yes |
| Commissioner Cluggish- Yes | Commissioner DeBole- Yes | Commissioner Vilas Novas- Yes |

**Consideration of appointments to the Director Search Committee**

Director Search Committee

* Vicky Biancolo, Vice Chair, Board of Library Commissioners
* Karen Traub, Secretary, Board of Library Commissioners
* Joyce Linehan, Board of Library Commissioners
* Courtney Andree, Executive Director, Massachusetts Center for the Book
* Kim Charlson, Executive Director, Perkins School Library
* Deborah Froggatt, Outreach Director, Massachusetts School Library Association
* Tina McAndrew, Secretary, Massachusetts Library Association
* Millie Gonzalez, Library Dean, Framingham State University- MCCLPHEI
* David Leonard, President, Boston Public Library
* Alex Reczkowski, Library Director, Berkshire Athenaeum, Pittsfield
* David Slater, Network Administrator, Old Colony Library Network (OCLN)
* Sarah Sogigian, Executive Director, Massachusetts Library System
* Celeste Bruno, Communications Director, Board of Library Commissioners Staff

Commissioner Cluggish moved and Commissioner Vilas Novas seconded that the Massachusetts Board of Library Commissioners adopts the composition and appointments to the director search committee as listed above with the understanding that the Commissioner liaisons to the search committee are authorized to fill any appointments that are not confirmed at this time.

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| --- | --- | --- |
| Commissioner Barros- Didn’t arrive yet | Commissioner Comeau- Stepped away | Commissioner Linehan- Yes |
| Commissioner Biancolo- Yes | Commissioner Conrad- Yes | Commissioner Traub- Yes |
| Commissioner Cluggish- Yes | Commissioner DeBole- Yes | Commissioner Vilas Novas- Yes |

**Commissioner Barros joined the meeting at 11:49 A.m.**

**Consideration of a timeline for the Director Search Committee**

**Projected Director Search Process and Timeline- 2024**

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| Review and revise job description—internal\* | November/ December, 2023 |
| Create job posting—internal\* | November/ December, 2023 |
| Contact Search Committee candidates—internal\* | November/ December, 2023 |
| *Search Committee*--Board approves Committee members and charge | January 4, 2024 |
| Post and advertise position—internal/HR\* | January 5, 2024 |
| *Search Committee*--organizational Zoom call | January, 2024 |
| *Search Committee*--candidate cover letters/resumes sent to Committee for preliminary review | February 5-9, 2024 |
| **Deadline for applicants to submit resume & cover letter** | February 9, 2024 |
| *Search Committee*--selects initial candidates for screening interviews—Zoom call | February 12-16, 2024 |
| Screening telephone interviews scheduled—internal\* | February 16, 2024 |
| *Search Committee*-- screening Zoom call | February 19-23, 2024 |
| *Search Committee*--selects finalists for 2nd interview—Zoom Call | February 26-March 1, 2024 |
| Second interviews scheduled—internal\* | March 4, 2024 |
| *Search Committee*—conducts second interviews | March 11-15, 2024 |
| Reference checks- Background/ internal HR\* | March 18-29, 2024 |
| —**Search Committee process complete--**  Resumes and cover letters of finalists sent to Board—internal\* | April 4, 2024 |
| Board interviews scheduled | April 5, 2024 |
| Board interviews finalists (2-2 1/2 days) | April 8-19, 2024 |
| Selection of candidate by Board—completion of state hiring process—internal/HR\* | May, 2024 |
| Official Appointment by Board | May 2, 2024 |
| New Director assumes responsibilities | Late June/July, 2024 |

Commissioner Linehan moved and Commissioner Cluggish seconded that the Massachusetts Board of Library Commissioners adopts the timeline for the director search committee as detailed.

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| Commissioner Barros- Yes | Commissioner Comeau- Stepped away | Commissioner Linehan- Yes |
| Commissioner Biancolo- Yes | Commissioner Conrad- Yes | Commissioner Traub- Yes |
| Commissioner Cluggish- Yes | Commissioner DeBole- Yes | Commissioner Vilas Novas- Yes |

**Presentation and discussion of the FY2025 Plan of Service and Program and Budget for the Massachusetts Center for the Book and Monthly Report**

Massachusetts Center for the Book is entering its 24th year of operations, chartered as the commonwealth aﬃliate of the Library of Congress and charged with developing, supporting, and promoting cultural programming to advance the cause of books and reading and to increase the outreach potential of Massachusetts public libraries.

With this covering narrative, we submit our proposed budget for FY2025 based on level funding in the amount of $420,000.

Massachusetts Center for the Book initiated a new strategic planning process in December 2023 with a timeline that will run through the summer of 2024. In Fiscal Year 2025, we will begin to share the results of this plan with our colleagues and collaborators, and start taking actionable steps to better serve Massachusetts libraries and the community of the book.

This document represents our intended plan of service from July 1, 2024 to June 30, 2025. The proposed FY2025 budget invests in new initiatives that will better serve a diversity of readers, including the Massachusetts Kids Lit Festival and Reading Challenge, as well as Gateway City programming collaborations. Mass Center for the Book has desperately needed a formalized fundraising and development plan for quite some time, but lacked the capacity to set this in motion in the past. We are earmarking $15,000 to cover the work of a development and grant writing contractor to help us build a fundraising program, introduce MCB to funders, and pursue new grant opportunities.

Highlights of our anticipated activity:

* We will administer the Massachusetts Book Awards program and oversee the addition of two new award categories—one category recognizing Massachusetts presses and publishers and a second category recognizing graphic novel and memoir.
* We will administer the Letters About Literature program and continue our eﬀorts to recruit new schools and teachers.
* We will pilot the Massachusetts Kids Lit Festival in Franklin, Hampden, and Hampshire counties in collaboration with public and school libraries, museums and cultural institutions, and community groups.
* We are undertaking a comprehensive program review of our Mass Book Trails, with the goal of improving the user experience and boosting collaboration with literary sites, tourism bureaus, and libraries.
* We will continue to reﬁne and grow our Reading Challenge program in partnership with Massachusetts libraries and independent bookstores.
* We will represent Massachusetts’s interests within the Library of Congress network of aﬃliated Centers for the Book.
* We will relaunch and publicize the Massachusetts Literary Events Calendar.
* We will continue to represent Massachusetts at the National Book Festival this coming September, and fully participate in the “Roadmap to Reading” and “Great Books from Great Places” initiatives. Additionally, we will develop local programming to complement the national event.

Organizational priorities for FY2025:

* Complete strategic planning process and share plan and goals with stakeholders.
* Strengthen board development and recruitment.
* Begin to build a fundraising and development program and plan.
* Better serve ESOL populations, Gateway Cities, and a diversity of readers through programming partnerships and initiatives.

**quarterly Report from massachusetts center for the book**

**January 2024**

The Massachusetts Center for the Book just embarked upon a strategic planning process, which will extend from December 2023 to June 2024. Looking ahead, we hope to begin sharing the results of this plan over the summer and start taking actionable steps to better serve readers across the Commonwealth.

**Reading Challenge**

* We wrapped up the 2023 Reading Challenge program with two year-end events in late November and early December—one at GrubStreet in the Boston Seaport and the second in Northampton. In this inaugural year, we saw participation from over 2,500 readers across 275 Massachusetts communities.
* The 2024 Reading Challenge has just launched, with 137 library and bookstore partners having signed on so far (essentially double the number of partners from last year).
* We are planning hybrid programs connected to the Reading Challenge for the year ahead, including one in partnership with the Weymouth Public Library that will feature several Massachusetts-based graphic novelists (connected to the May prompt), and an event with Springfield City Libraries featuring debut authors (connected to the September prompt).
* We will be hosting a session at the upcoming MLA Conference related to the Reading Challenge and sharing effective strategies for running a reading promotion program.

**Mass Kids Lit Fest**

* We are in the process of piloting [Mass Kids Lit Fest](https://www.makidslitfest.org/) in the Pioneer Valley. The Festival will be timed to Children’s Book Week, which is scheduled for May 6–12, 2024 and will take place across Hampshire, Hampden, and Franklin counties. The ultimate goal, if funding permits, will be to take this Festival statewide in future years.
* We are currently taking applications from libraries, cultural organizations, and nonprofits interested in partnering with us on this initiative. We will be funding author speaker fees, working in cooperation with hosts to book authors, and offering limited funds for materials and books. The application will close on January 15.
* MCB is also encouraging libraries and cultural organizations to schedule their own book programs for kids and teens during the Festival week, all of which will be featured on the centralized calendar.
* A call went out to Massachusetts-based children’s and YA authors in late December and there’s been a great deal of interest so far.

**Massachusetts Literary Events Calendar**

* We are in the process of re-launching our [statewide literary events calendar](https://www.massbook.org/ma-literary-events) and have sent calls for submissions to the All Regions list, the Massachusetts membership of the New England Independent Booksellers Association, and cultural organizations and museums across Massachusetts. We will draw from this calendar as we select events to highlight and cross-promote on social media.

**Presentation and discussion of the FY2025 Plan of Service and Program and Budget for the Massachusetts Library System (MLS) and Monthly Report**

The MLS Executive Board unanimously approved the budget at its September 11, 2023 meeting and the MLS Council of Members approved it unanimously on November 6, 2023.

The budget is based on our current annual budget figure: $ 12,438,200.

The priorities of the Plan of Service and our Strategic Plan will continue through June of 2024. MLS will continue its involvement in advocacy efforts and building resources for the community. We will continue to develop services so all libraries and MLS staff can manage change and become future ready.

The budget is based on yearly increases to delivery, rental, wages and benefits and increasing costs in purchasing goods and services.

There are decreases to the budget lines of eBooks, Computer hardware and software and online utilities, telephone and Special projects based. This is subject to change based on actual Fy25 budget figures.

**Massachusetts Library System**

**Plan of Service and Budget FY2025**

**Introduction**

We are pleased to present the Massachusetts Library System Plan of Service and Budget for Fiscal Year 2025. We have been incredibly honored and grateful for the strong support from the legislature over the past few years and have applied the funding to ensure continued and sustained services, especially for Statewide Delivery and Resource Sharing. This document will be complimented by our annual Action Plan. Our current Action Plan can be found on our website. Our new one will be shared prior to July 1, 2024. The Plan of Service will present our service list for the upcoming fiscal year and the Action Plan will address how we will focus on our strategic initiatives.

Additionally, we are pleased to announce that the MLS Executive Board voted to approve an extension to our current strategic plan until 2026. Our model, introduced at the beginning of FY21, has allowed MLS to nimbly move through a time of constant change, while giving us a roadmap to follow as we worked in service to our members. Rather than change course, we found that our members will benefit from our continued commitment to our strategic initiatives, with updated action plans every year. This will allow MLS to be responsive while also ensuring that we can continue to look forward and plan.

**Strategic Plan: 2021-2026 Current Strategic Initiatives:**

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

**Initiative 2:** MLS empowers leaders to emerge at every level of library service, connecting staff throughout the stages of their careers.

**Initiative 3:** MLS will take the lead in convening important conversations and support member facing initiatives focused on DEI: diversity, equity, inclusion, accessibility, and social justice.

**MLS Services:**

**(Statewide) Delivery** - library materials delivery service to over 500 libraries across Massachusetts with support of our vendor, Optima Shipping.

**Online Content** - access and support for the suite of statewide databases; manage Commonwealth eBook Collections, the statewide eBook program for 500+ schools, non-network public libraries, and academic libraries.

**Training and Professional Development** – live and recorded learning opportunities developed in house, through contractors, and self-directed by members, that provide library workers with the knowledge and skills necessary to meet the needs of their community.

**BiblioTemps**® - employment service that specializes in the recruitment of skilled library workers for short-term and temporary to permanent placements in public, academic, and special libraries.

**Consulting** - advice and support that helps member libraries achieve their goals in a variety of areas, including strategic planning, collection development/maintenance, and space planning.

**Cooperative Purchasing** - in collaboration with the Massachusetts Higher Education Consortium (MHEC), provide consortium pricing for library supplies and materials.

**MassCat** - the online resource sharing network for school, special, and small public libraries in Massachusetts.

**Mediated Interlibrary Loan and Document Delivery** - borrowing and lending of requests facilitated by the Resource Sharing Team on behalf of member libraries, often for items located outside the network, state and country; MLS contracts with the Boston Public Library to provide statewide document delivery service.

**Statewide Programs, Collaborations, and Initiatives** - lead the Summer Library Program, special programs and initiatives, and grant opportunities.

**Report from Massachusetts Library System**

**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.* | Changes made by the new School Library Membership Policy are being implemented.  Sarah Sogigian and Rob Favini (MBLC) launched their 2023 Road Trip program  Two Masscat public library members (Huntington and Becket) have signed contracts to join C/WMARS, with support from MLS. |
| 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.* | We launched the five-part webinar series with ALA on intellectual freedom topics. Three webinars occurred in February with 176 participants at the live events and 94 views of the recordings. Two additional webinars will occur in March. Recordings of the webinars will be available for 18 months.  We continued working with MBLC and other organizations to host a webinar series on mental health supports and libraries. One webinar occurred in February and two will occur in March.  Staff from MLS, MBLC, public libraries, and other New England state libraries began the *Touchpoints for Libraries* train- the-trainer program to teach the Touchpoints program to Massachusetts library staff. The training will continue in March.  We continued working with other New England states on this year’s Summer Summit, to help libraries prepare for the youth and adult summer library program. The event is scheduled for March 31. |
| 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.* |  |

# **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.* | We scheduled a series of four workshops with the Employers Association of the NorthEast on HR topics relevant for libraries (employment Law, interviewing, performance management, and documentation skills). They will take place March through May.  We are working with EANE to schedule four community chats on HR related topics. |
| 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.* | We launched the Language Learning Grant program and approved 20 applications in February. |

# **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.* |  |
| 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.* |  |

**Report from Library for the Commonwealth**

Angela Veizaga, Director of Strategic Partnerships gave the following report:

BPL Winter Reading Challenge: Read the World

January 1, 2024 - February 28, 2024

This winter, the Boston Public Library challenges you to read a book by an author from Africa, the Americas, Asia, Europe, the Middle East, and Oceania. Complete the challenge by February 28 and you'll earn a fantastic Winter Reading Challenge enamel pin!

Visit [www.bpl.org/winter](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fr20.rs6.net%2Ftn.jsp%3Ff%3D001gDyXnMUnXFCw3gYiKepZe6b4xJRff-MWTs7_BMG_zGUQkr-Mxd73X28P-PTOaxs-8ArkF7AOEzJSsNfgmkwZmvbS46SLuJ9ivLPFTciBGVbESbNUexZtecafPdP6eT8G5SimQSg1mSbp1UhYNw23GQ%3D%3D%26c%3DMbCespcguR5lW7glznzHzl177wQqKzpMEDITPnp6DhTyc7cm7ZZBRQ%3D%3D%26ch%3Dst0il02IXV8TZXkK0OlIhTQJnOHDgcr9vi0-Cj8hI_JoFOiKPrY3ug%3D%3D&data=05%7C02%7Caveizaga%40bpl.org%7C64045223cd01471be79008dc0adbc809%7Cfa735c71d7954c01b0ae09fa7415b2b1%7C0%7C0%7C638397186310325775%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=Z%2BzbJbq1LZgC%2BEZx8SiPlMtV1etKPUhdDdcoqGzKazo%3D&reserved=0) to find reading suggestions and sign up!

BPL's Top Checked Out Books 2023

The [Top 10 Checked Out Books in 2023,](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fr20.rs6.net%2Ftn.jsp%3Ff%3D001M7kySjLNaG0pbbimHlKF1tVh4uStwVl-hydzFuznJMyO5PsJiPv3wb3ZigBTYal9XDwCeqdc--vsnPbFZKD1Jbw8--WMFwF3GruTQMG9U-Xc6dtLk3_gypJ0zd4slIerZiIHNJNKpf92i_4mlAwSyE9S29-IrjW5rwmY0Q3ab7z31qyKpzxMk9_beOO-tR2m66E7oe3zO_DIKhi1UudDpVpb5yW9jqQHOyEy3IlTYj-scY74Ea3AGtURI4pIUDj-NUrVzD1frM8_bCxDs7F7QKqayNdhZNX-EOxnsnl7_HkXSfbm1ZnQN6YKYNIM5tm1YkWvU3mRPGnADjE8p074otmvt6bkpjqti9J3HXQeB2LtUmgMf_SKavcMHTTOC-6I7eXDG6oU-z47IDgL88JESARlYfJEjkL_La6PIVTSn7QGm8IMmAxT7icjgNBkPQmavjgjiZDRWVUibdPGIoBSQp26aQWRywjzhXzlDBDyhU9QAGl1e2b0UA%3D%3D%26c%3DROQ2kV2D9oZZn_Zpm7MqhIOEFPD7kTOWSiBUydgFh_TB4bm95xYudA%3D%3D%26ch%3DiFY3qxPkJJgt9bo0c8erCk29NfwxSSF-yXw85d7EUNwYSbiBAfu4Bw%3D%3D&data=05%7C02%7Caveizaga%40bpl.org%7C80f4816a01f64e3dab5e08dc07c24743%7Cfa735c71d7954c01b0ae09fa7415b2b1%7C0%7C0%7C638393778277213098%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=chJPpLKen5KnKGY0%2F6ZzgtSksb34S0YC8EOEbWwP%2F5w%3D&reserved=0) across print and digital, were:

1. Lessons in Chemistry, Bonnie Garmus
2. Tomorrow, and Tomorrow, and Tomorrow, Gabrielle Zevin
3. Spare, Prince Harry, Duke of Sussex
4. Book Lovers, Emily Henry
5. I'm Glad My Mom Died, Jennette McCurdy
6. Happy Place, Emily Henry
7. 101 Essays That Will Change the Way You Think, Brianna West
8. The Seven Husbands of Evelyn Hugo, Taylor Jenkins Reid
9. Demon Copperhead, Barbara Kingsolver
10. It Starts with Us, Colleen Hoover

**Special Collections Department 2023 Statistics**

* The reading room had 753 reading room appointments covering every neighborhood in Boston as well as researchers from 10 states and 7 countries.
* 2,729 items were served in the reading room this year, for a total of over 1618 hours (about 2 months) of active research use.
* The most frequently seen book was the Puerto Rican cookbook Cocina Criolla which was part of the October Special Collections Sampler for Hispanic Heritage Month
* The most frequently used archival collection was the Boston Town Records
* There were 6,812 in-person visitors this year, including visitors for 45 tours, 18 public programs and 16 class visits
* 1,715 questions were answered via email this year.

**Digital Commonwealth Update**

**Hosted**

* Boston Public Library - [Boston Pictorial Archive (Collection of Distinction)](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.digitalcommonwealth.org%2Fcollections%2Fcommonwealth%3A37720k33n&data=05%7C02%7Caveizaga%40bpl.org%7Ca77a5956d09a40d56b8b08dc0bd1b23e%7Cfa735c71d7954c01b0ae09fa7415b2b1%7C0%7C0%7C638398242508027782%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=7ypuIGdd8d7jBvNU3cTYjqgvIhIou6JzWgYcV7K%2FgoM%3D&reserved=0) (611 items; photographs of iconic Boston locations from the 1880s-1970s)
* Boston Public Library - [Massachusetts Weekly Spy](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.digitalcommonwealth.org%2Fcollections%2Fcommonwealth%3A2n49z251r&data=05%7C02%7Caveizaga%40bpl.org%7Ca77a5956d09a40d56b8b08dc0bd1b23e%7Cfa735c71d7954c01b0ae09fa7415b2b1%7C0%7C0%7C638398242508027782%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=ozL8%2BDIRZhvH44CGYT%2BQwNCh070BXimnc4Sr5jDaRrY%3D&reserved=0) (56 items; issues of the weekly newspaper from 1861-1863)
* Boston Public Library - [Peabody & Stearns Architectural Records](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.digitalcommonwealth.org%2Fcollections%2Fcommonwealth%3Agx41rd49m&data=05%7C02%7Caveizaga%40bpl.org%7Ca77a5956d09a40d56b8b08dc0bd1b23e%7Cfa735c71d7954c01b0ae09fa7415b2b1%7C0%7C0%7C638398242508027782%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=VysIGRbdGgJD6WISTsmo1TQdBY56lturIa6s0aQaEpo%3D&reserved=0) (87 items; drawings and plans from Charles L. Colby House in New York City)
* Boston Public Library - [Springfield Weekly Republican](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.digitalcommonwealth.org%2Fcollections%2Fcommonwealth%3Abg25cf28g&data=05%7C02%7Caveizaga%40bpl.org%7Ca77a5956d09a40d56b8b08dc0bd1b23e%7Cfa735c71d7954c01b0ae09fa7415b2b1%7C0%7C0%7C638398242508027782%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=3%2BOcynSuii6AsQqfdmu6WjbsX%2Fd80VIWmimpiMBOSi4%3D&reserved=0) (2,771 items; issues of the weekly newspaper from 1855-1895)
* Boston Public Library - [Worcester Daily Press](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.digitalcommonwealth.org%2Fcollections%2Fcommonwealth%3Amp48xb79d&data=05%7C02%7Caveizaga%40bpl.org%7Ca77a5956d09a40d56b8b08dc0bd1b23e%7Cfa735c71d7954c01b0ae09fa7415b2b1%7C0%7C0%7C638398242508027782%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=sUxeD3H771fs8CGyhvcFk%2BB20xznlBVTJBV19J%2BIJnw%3D&reserved=0) (1,479; issues of the daily newspaper from 1873- 1878)
* Boston Public Library - [Worcester Daily Spy](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.digitalcommonwealth.org%2Fcollections%2Fcommonwealth%3A5138p226n&data=05%7C02%7Caveizaga%40bpl.org%7Ca77a5956d09a40d56b8b08dc0bd1b23e%7Cfa735c71d7954c01b0ae09fa7415b2b1%7C0%7C0%7C638398242508027782%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=oSl%2FQsSsL%2F6S2rPCO8e%2F2YdYpHSmvRAMTHmMGAPrLUw%3D&reserved=0) (7,740 items; issues of the daily newspaper from 1850-1877)
* Boston Public Library - [Worcester Morning Daily Spy](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.digitalcommonwealth.org%2Fcollections%2Fcommonwealth%3Axs55r665k&data=05%7C02%7Caveizaga%40bpl.org%7Ca77a5956d09a40d56b8b08dc0bd1b23e%7Cfa735c71d7954c01b0ae09fa7415b2b1%7C0%7C0%7C638398242508027782%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=03aV9b93fOCLgYoxvd90j41g0ttqXCEM8uIVIYyfnPM%3D&reserved=0) (622 items; issues of the daily newspaper from 1897-1898)
* Boston Public Library - [The Worcester Spy](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.digitalcommonwealth.org%2Fcollections%2Fcommonwealth%3A02874r05j&data=05%7C02%7Caveizaga%40bpl.org%7Ca77a5956d09a40d56b8b08dc0bd1b23e%7Cfa735c71d7954c01b0ae09fa7415b2b1%7C0%7C0%7C638398242508027782%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=F%2FavG%2BAA%2F5iu29M3jalLiG47aq3ncKEcUGMwSk0mp10%3D&reserved=0) (1,738 items; issues of the daily newspaper from 1898-1904)

**Harvested**

*No harvests in December*

**Stats**

Item views: 140,478

Total item-level records: 1,144,526

Total hosted items: 511,056

**PUBLIC COMMENT**

**OLD BUSINESS**

There was no old business.

**ADJOURNMENT**

The meeting adjourned at 11:55 A.M.



Karen Traub

Secretary