Board Meeting Minutes
Friday, January 21, 2022 via Zoom
10:00 AM – 12:00 PM

Board Members: Steve Harsin (President), Stacey Hendren (Past President), Julia Carlis (President-Elect), Karen Pundsack (Treasurer), Sara Fillbrandt (Secretary), Hannah Buckland (ALA), Kate Eidem (Intellectual Freedom), Liz Lynch (Legislative), Kristin Schneider (PLD), and Emilie Hanson (Member at Large)

Excused: Kat Nelson (ARLD), Ashley Krohn (ITEM)

Executive Director (Synergos): Joy DesMarais-Lanz

MLA Business:
- Welcome and Introductions (Harsin)
  - New year, new faces! Went around and shared names, and a few fun facts about ourselves.

- Review and Adopt/Amend Agenda
  - The meeting was called to order by Harsin at 10:02 a.m.
  - Agenda approved with changes.

- Approval of the November Board meeting minutes (Fillbrandt)
  - Minutes have been distributed, but were not the updated draft.
  - Fillbrandt moved to hold off on approval of December 2021 meeting minutes until the February meeting.

- Approval of the financials (Pundsack)
  - December 2021 financials included in the board packet.
    - Motion made by Fillbrandt to approve financial report, seconded by Hendren, all were in favor and the motion was approved.

- Synergos/Executive Director Update (DesMarais-Lanz)
  - Yesterday, Joy met with a reflective committee of various stakeholders of the MILE program to do a strategic 10-year plan for this program. Put together some vital action steps for the next 1, 2, 4, 6, and 10 years.
  - Conflict of interest forms were sent to folks, and need to be returned by the 31st.
  - Working on getting the Board Orientation video edited and will add it to the Google drive.
  - Have had some staff changes: Jennifer will be the other point person for MLA moving forward (in addition to Joy).
  - For communication purposes, use the office@mnlibraryassociation.org email address, and cc any individuals who need to take particular attention.
  - If you have questions about anything, just ask!
Engage and Educate Members:
- 2022 Conference update (Harsin/Hendren)
  - Have pulled together a committee and Amy Boese will be heading up the planning committee, Hendren is also serving on this committee and things are ahead of where they have been at this time in the past 2 years.
  - We have reserved Glensheen Mansion on Thursday night.
- Review and approve conference Budget (Harsin)
  - The conference budget and the overall MLA operating budget have not been incorporated yet. Should wait to approve the conference budget and operating budget together.
  - Have budgeted for Pheedloop in case we need to move the conference virtual. One of the bigger unknowns is the registration numbers - because of pandemic, location, and the addition of ITEM.
  - Motion was made by Pundsack to approve the conference budget and seconded by Carlis, all were in favor and the conference budget was approved.
- Intellectual Freedom Committee Report (Eidem)
  - Kate and Rachel are trying to come up with a new time for meeting times. Not much more of an update at this time.

Activate Library Advocacy:
- Legislative Committee Update (Lynch)
  - Legislative session hasn't begun yet, but are already planning a virtual library legislative week (instead of one in-person day).
  - Will have a space reserved if a legislator insists on an in-person meeting.
  - It is now time to start contacting legislators and start making appointments, the legislative week starts on February 28th. Google forms have been set up to gather stories from library users and Ann Hokenson is compiling these.
  - Karen and the Great Regional Library staff at St. Cloud Public library are planning a great event with local Representative Wolgamott who is a huge advocate for libraries, he’s the assistant majority leader in the House, and the author of SF 1131/HF 1710.
    - Hoping that attendance is between 25-50 folks and want a LOT of press coverage (hoping to do Facebook Live).
  - This is a bonding year. We will be pursuing bonding on a larger scale but will keep us in a loop as more information becomes available.
  - Save the Date: planning on having the Legislative Forum online on Tuesday, August 9th.
  - Have submitted a lot of website updates so look for those coming up.

Develop Leaders
- Subunit orientation Update (Harsin)
  - Working on a presentation, the meeting will be held Monday, January 24th.

- MILE Update (Hendren)
MILE 2022 plans are moving along smoothly. Had more applicants than they can take. Yay!

They are changing the way they do the mentoring this year and gearing it more to the individuals. Looking for a group of people who would be willing to be a situational sounding board - someone folks can call to talk through issues/problems.

Putting together a vision/traction organizer, and will be looking at marketing strategy.

**Strengthening our Organization:**

- **Anti-Racism Charge (Harsin)**
  - Hendren established an anti-racism moment in each of our meetings last year. Harsin charges everyone part of the board to invite/encourage someone different from themselves to participate - in the conference, to be part of a committee, to take a class, to be a part of MLA leadership, or something else.
  - ALA has a Spectrum Scholarship program and applications are accepted until March for the next academic year.

- **ITEM Merger Status (Hendren)**
  - One piece still working on is the actual legal “takeover” of ITEM, the lawyer has all the paperwork she needs so we can officially close the deal.
  - Updated contract with Synergos, includes actual transition of the management company.
  - What pieces of the conference are already done and what does ITEM still need help with? This info is needed by Synergos.
  - Extending our current contract with Synergos into the next year, can’t happen until the first two pieces are completed.
  - Currently, ITEM members don’t see e-blasts, send communications to Ashley and Marie Hidukovich in the interim so they can send these to their members.

- **Board Meeting times**
  - ITEM reps aren’t available at the regular meeting time, looking at changing our regular meeting time, and we want to make sure that the time of the board meetings work for all/most.
  - Julia will create a Google Form to assess possible new day/times that work for everyone (including Synergos).

- **Budget (Pundsack)**
  - Will be presented in February to the Board.

- **Strategic Plan (Harsin)**
  - What work remains in the existing plan?
  - Need to create a new strategic plan with the executive committee (presidential trio, secretary and treasurer).

**Other:**
• COVID Policy for Events
  ○ Draft included in packet.
  ○ Changes were made by the Board.
  ○ Fillbrandt moved to adopt this COVID policy with the updates made, Hanson seconded, no further discussion, all were in favor and the motion passed
  ○ Fillbrandt to add appropriate headers, and add to policy manual, send to Hendren, Synergos, and website for distribution.

• Items from the Floor:
  ○ None.

• Reminders: let Harsin know if you have things you want to add to the agenda in February.

Meeting adjourned at 11:42 a.m.

January Board Packet materials:
2022-01-21 Board Meeting - Google Drive