Board Meeting Minutes
Friday, February 18, 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), Kat Nelson (ARLD), Ashley Krohn (ITEM), Marie Hydukovich (ITEM), Kristin Schneider (PLD), and Emilie Hanson (Member at Large)

Guest: Tami Lee, State Library Services; Kirsten Clark, University of MN

Executive Director (Synergos): Joy DesMarais-Lanz

MLA Business:

- Welcome and Introductions (Harsin)
- Review and Adopt/Amend Agenda
  - The meeting was called to order by Harsin at 10:04 a.m.
  - Agenda approved with no changes.

- Approval of the December & January Board meeting minutes (Fillbrandt)
  - Minutes have been distributed.
  - Motion made by Hendren to approve December minutes with three small changes, seconded by Lynch, all were in favor and the motion was approved.
  - Motion made by Hendren to approve January minutes with two small corrections, seconded by Carlis, all were in favor and the motion was approved.

- Approval of the financials (Pundsack)
  - January 2022 financials included in the board packet.
  - Motion made by Pundsack to approve financial report, seconded by Hendren, all were in favor and the motion was approved.

- Synergos/Executive Director Update (DesMarais-Lanz)
  - Been working on the budget and financials. If you have questions or concerns, reach out to the office, please ask - we want to catch possible errors (however small) early.
  - Submitted the annual lobbying expenses to the campaign finance board.
  - Joy will be out on PTO on Monday and Tuesday next week; Jennifer will be out March 4-11th. Please submit email blasts and other requests early.
  - 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!

- Getting Invoices Paid
If there is an invoice you need paid, there is a payment authorization request form on the member side of the site - submit the invoice there. If you have questions about how/when to do that please reach out to Synergos.

Once submitted it goes to Pundsack for approval and once approved Synergos pays it.

If there’s something that comes in that isn’t in the budget, Pundsack should reach out to Joy first, then, as needed, dig into what is going on and bring it to the Executive Board for discussion. (This rarely happens.)

Question about getting Harsin, Carlis, and Pundsack onto the Chase account and Hendren and Ethier off the account - also working on consolidating from Bremer to Chase. Joy working on this with all those involved.

Engage and Educate Members:

- State Library Service (Lee)
  - 5-year plan due in June, which will set the tone for how State Library Services supports libraries across the state moving forward.
  - Want to reposition State Library Services to better serve libraries in Minnesota. No one in power would disagree that libraries are important for contributing and supporting our communities.
  - Lee would like to start having more conversations about how MLA and SLS can work together to make sure that we are on the same page and doing the best work we can to advocate for our citizens and for our libraries.
  - Wants to know what we can do in terms of communicating - emails, retreat, meetings - so we can work together more closely to accomplish our goals and initiatives, especially those that align.
  - Envision, empower, support, uplift, and promote librarians and librarianship across the state. SLS has started the process of coming up with a 5-year plan with the input from stakeholders (look for surveys or emails requesting feedback).
  - BIPOC Advisory Committee meeting planned - a save-the-date has already been sent out - check the SLS newsletter for information about that.

- 2022 Conference update (Harsin/Hendren)
  - Had first full-conference planning committee meeting on 2/15. Have one opening left on the committee for a co-chair for the Volunteer sub-committee.
  - Tuesday was the introduction on what’s coming up in the next few months, went through the massive timeline, the budget, and through each subcommittee.
  - Start thinking about your program proposals and who you might nominate for awards.
  - Are planning an in-person conference, but are putting together some back-up pieces just in case the need to move it all virtual arises.
  - Additionally, if you, or someone you know, wants to get involved and help out - reach out to Hendren or Harsin - there is a lot to do and everyone has different strengths. The conference is a great place to network and get involved.
  - Silent Auction sub-committee is being led by Katie Polley and Chayse Sundt.
    - Moulton-Janssen and Fillbrandt both volunteer to work the physical Silent Auction as needed.

- Intellectual Freedom Committee Report (Eidem)
Kate and Rachel have their first meeting scheduled for the first week in March.

Eidem is looking at statements about ethical cataloging - wonders if MLA has a statement currently. This might be a good collaboration opportunity with the TSS to create a toolkit or a sample statement that libraries/systems can use.

Anoka County recently did an audit and are going through their catalog to integrate new changes.

**MILE update (Hendren)**
- Still moving forward for May.
- Starting to let people know that they have been accepted. They are doing something different with Mentorship this year - surveying participants to find out if folks want to have a mentor and what type of mentor they want (peer, situational, etc.)
- Have worked with Synergos to get registration up on the MLA website so folks can register and pay.
- Had strategic planning meeting last month, provided feedback to the Foundation regarding the report that came out of this meeting. Hendren will start leading/working through MILE’s first 90-day strategic plan.

**Activate Library Advocacy:**
- **Legislative Committee Update (Lynch)**
  - February 28th is the in-person legislative day at the capitol. Please use the Google form to sign up for a spot and let Lynch know you’re going to be there.
  - e-Blasts have gone out about legislative day vs. the virtual legislative week.
    - When meeting with legislators, please let them know that there is a need of $90 million in infrastructure updates.
  - Trying to ensure that CRPSLA and Multi-types are all on the same page about what’s happening.
  - Have a bill in the House regarding the definition of School Library Media Centers.
  - Trying to figure out how they are going to be pursuing bonding dollars.
  - Have 5 authors for the senate version of the Regional Library Basic System Support (RLBSS) bill, looking for more legislative authors/support for the House bill.
  - If you have questions or suggestions, please email Lynch.

**Develop Leaders**
- **Appoint Kirsten Clark Education Committee Chair (Harsin)**
  - This committee was reformed in 2019, and then it didn’t happen (because pandemic), so this past year we’ve been discussing how to make this happen and what the charge of this Committee will be.
    - “To lead in the development and implementation of relevant, accessible professional development opportunities for library staff in all branches of librarianship and at all stages of their careers.”
  - They will lead some education things, but they will mostly ensure that there is a broader support of subunits and continuing ed. opportunities.
○ According to bylaws, Harsin needs to appoint a chair to kick everything off. He officially appoints Kirsten Clark as the chair of this committee.
○ MLA is a partner with the Professional Development Network.
○ Are the multi-types involved, how about SLS? Where is the best place for this to land? We don’t want to duplicate work that other folks are doing.
○ Joy volunteered to be a liaison to the committee since she does work with other clients similar to this.
○ There are a lot of folks doing a lot of great work, really this committee wants to be a connector and fill in gaps that are identified once we know what is already out there.

● Subunit orientation Update (Carlis)
○ Had Orientation a couple weeks ago - it was well attended.
○ Have a few things that need to be updated for next year. The presentation was recorded and shared out for folks not able to attend.

● Minnesota Library Foundation (Moulton-Janssen)
○ Have an application form and cover letter updated with a new contact email address for new board members from a variety of sources.
○ Will include this information in the next newsletter.
○ The Foundation has a very small budget and limited capacity - the need is to grow the board with a variety of participants. Need new opportunities to improve/expand fundraising for the Foundation.
○ Currently they support two initiatives: MN author contest, and MILE.
○ Once they have new board members, they will start a planning process to ground the Foundation in how libraries work and engage communities and how to best utilize their capacity to help support these libraries.
○ Requests that the MLA Board provide information/advice about how we see them fitting into the cosmos of the varied organizations that are out there supporting libraries in our state.
○ Moulton-Janssen will forward this question via email to the MLA Board and you can respond to her or send thoughts along to Hendren/Harsin.
○ Check out the Foundation’s new website: http://new.mnlibraryfoundation.org/

Strengthening our Organization:
● Anti-Racism Minute (Eidem)
○ ALA has a commitment to anti-racism, but what does that mean? How do we implement this stance without sounding self-righteous?
○ Articles on Race:
  ■ https://www.whitehouse.gov/briefing-room/presidential-actions/2022/01/31/a-proclamation-on-national-black-history-month-2022/
○ Books on Race:
- “Mediocre” by Ijeoma Oluo.
- “So You Want to Talk about Race” by Ijeoma Oluo.
- “Histories of the Transgender Child” by Julian Gil-Peterson.
- “Speaking of Race- Why Everybody Needs to Talk about Racism and How to Do it” by Celeste Headlee.

- Might be helpful moving forward to have the link in the board packet ahead of time so we can read it and be prepared for discussion during meeting.
- We acknowledge that Anti-Racism isn’t a coat you can put on and take off, the idea of including it every meeting is to renew our efforts to keep it at the forefront of what we do and the discussions we have. It’s not something we can just check off and be done. Talk about integrating this as a lens through which we view our agenda and eventually it won’t need to be its own separate bullet point.
- Hendren has been talking to folks about re-envisioning DORT and remaking it with a focus on Diversity, Equity, Inclusion, and Access (DEIA).

- ITEM Merger Status (Hendren)
  - Big thing: Wednesday Hendren received a bunch of documents from the lawyer and will be sending a meeting invite to ITEM leadership and MLA executive committee to sign off on all the paperwork.
  - Our contract with Synergos has not been signed. At our next executive committee meeting we need to talk about this and make sure that movement is being made here and the transition can get started.
  - Extending our current contract with Synergos into the next year can’t happen until all the paperwork is signed and the “take over” happens.

- Board Meeting times (Carlis)
  - Julia created a survey to assess possible new days/times that work for everyone (including Synergos and ITEM).
  - Consensus is that Mondays at 4pm might be best - but we haven’t heard from our ITEM folks yet so no decision has officially been made. Will revisit this in March.

- Budget (Pundsack)
  - Can’t do anything more on this until the ITEM stuff is settled.

- Strategic Plan (Harsin)
  - Need to create a new strategic plan with the executive committee (presidential trio, secretary and treasurer) - the four directives we have in place are still valid.
  - The previous times we did a strategic plan we engaged an outside advisory company - is this something we need to do or should we continue with the directives we currently have?
    - CARLIS: with the help of Synergos we can do it internally - soliciting feedback is something we can do.
    - Hendren: if we as the board affirmed our mission, vision and directives, what we really need from members is “what are the actions/priorities that we need to focus on?” Could facilitate focus groups and meetings for each directive to get feedback. Knows someone through the UofMN
extension who might be able to help with this for less than hiring an outside company.

- Pundsack: opined that it would be good to have someone who can focus all their energy on this, not have it be tangential to someone’s regular job, because a lot of folks don’t have the bandwidth to take on something like this. Need to incorporate anti-racism into everything we do. Someone needs to bring this lens to the process, so that we are tackling systemic racism in the library community. Bringing in an outside perspective would be a boon to this continued anti-racism work.
  - Joy suggests the executive committee meets about this and comes back to the board with an action plan.
  - There is one page in the strategic plan that really talks about the mission and vision in-depth - check that out.

Other:

- Items from the Floor:
  - None.

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

Meeting adjourned at 12:03 a.m.

February Board Packet materials:
2022-02-18 Board Meeting - Google Drive