Board Meeting Minutes
Monday, May 16, 2022 via Zoom
4:00 PM – 6:00 PM

Board Members: Julia Carlis (President-Elect), Stacey Hendren (Past President), Karen Pundsack (Treasurer), Sara Fillbrandt (Secretary), Hannah Buckland (ALA), Liz Lynch (Legislative), Kat Nelsen (ARLD), Ashley Krohn (ITEM), Kristin Schneider (PLD), Emilie Hanson (Member at Large)

Excused: Steve Harsin (President), Marie Hydukovich (ITEM), Kirsten Clark (CEC), Katie Polley (RART), Kate Eidem (Intellectual Freedom), Rachel Wexelbaum (Intellectual Freedom)

Visitor(s): Chayse Sundt, Jodi Grebinoski, Ashley Dress, Bekky Vrabel, Trish Vaillancourt (MILE), Tom Jorgenson, Jody Wurl

Executive Director (Synergos): Joy DesMarais-Lanz

MLA Business:
- Welcome and Introductions (Carlis)
- Review and Adopt/Amend Agenda
  - The meeting was called to order by Carlis at 4:02 p.m.
  - Motion made by Hendren, seconded by Lynch to move forward with the agenda with changes. All were in favor and motion passed. Agenda approved with changes.
- Approval of the February and April Board meeting minutes (Fillbrandt)
  - Minutes have been distributed.
  - Motion to approve February minutes made by Carlis, seconded by Nelsen, all were in favor and the February minutes were approved.
  - Motion to approve made by Hanson, Pundsack seconded, all were in favor and the April minutes were approved with 1 minor change.
- Approval of the financials (Pundsack)
  - April 2022 financials included in the board packet.
    - Motion to approve report made by Pundsack, seconded by Hendren, all were in favor and the motion passed.
- Audit Plan (DesMarais-Lanz/Pundsack)
  - Need to do a comparison/review audit - forming an independent auditing committee of Pundsack and two at-large members who have financial experience as well as a CPA firm to conduct a review of 2021 financials
    - This committee will review financial policies and procedures and make recommendations to the MLA Board based on review.
  - Then conduct a full audit in 2023 once ITEM merger is complete and we have a better picture of the comprehensive budget.
  - Last audit of record was on the 2019 budget.
○ Got a rough quote from Great Rivers Auditor - a compilation runs $1500-2500, while a full audit would run $3000-5000.
○ Hendren moves to move forward with the plan as set forth by Pundsack, Lynch seconds, all were in favor and the motion passed.

• Synergos/Executive Director Update (DesMarais-Lanz)
  ○ Thank you to all subunits for working collaboratively with staff.
  ○ Made a motion with the Attorney General’s office to dissolve ITEM as a separate entity. Need to wait 45 days before we can move any money and such, then need to take the certificate of dissolution to the Minnesota Secretary of State.
    ■ Joy to do some accounting to make sure we have enough money to pay bills - and then work with ITEM leadership to pay them.

• Strategic 90-Day Plan (Carlis)
  ○ Working on identifying all volunteer positions, and compiling a list of open positions/what expectations are for each role. Hope to do a get-together with folks who are currently in leadership positions and folks who are interested in them.
  ○ Thinking about succession planning - specific needs should be taken into consideration when the nominating committee meets (e.g. financial background for Treasurer - especially for auditing purposes).
  ○ Budget has been finalized. (Yay!)
  ○ Started listening sessions with partners to inform creation of a regional ambassador program.
  ○ The executive committee is meeting on July 16 to plan for Q3 items.

• Membership Committee Report (Hanson)
  ○ Would like for the membership committee to have a meeting to discuss membership rates.
  ○ Numbers for new and renewed members this last month were about half of what they were the month before.
  ○ Need to think about the member-at-large role and how to keep it sustainable over time so we can build on knowledge instead of re-creating the wheel when personnel change happens.

Engage and Educate Members:
• 2022 Conference update (Dress)
  ○ Schedule for October 27-28 in Duluth.
    ■ Theme: Emerging Opportunities.
    ■ The logo is done and can be seen on the conference website.
    ■ Keeping an eye on COVID and can be nimble if needed.
  ○ Excited to welcome ITEM folks to conference, and will be integrating school library, local authors, and bookstore vendors.
  ○ Revised COVID policy
- Carlis and Harsin created a COVID policy a while ago, it has been updated to reflect mask mandates vs. recommendations.
  - Call for proposals went out last week.

- Intellectual Freedom Committee Report (Hendren for Eidem/Wexelbaum)
  - Did not meet this month.
  - Maggie Snow has been working to put together a letter of support to address a few books that are being challenged locally.

- Continuing Education Committee Check-in (Hendren for Clark)
  - Submitted a website update, Clark hoping to have an update for us in June.

- PLD Update (Schneider)
  - PLD Day was on Friday, April 22nd on Zoom.
  - Had 33 people join the half-day conference. A lot of interest in the topics discussed.
  - Speakers:
    - Sara Zettervall presented on Whole-Person Librarianship.
    - Lightning rounds from public libraries: Jennifer Deitrich, Jennifer Brannon, and Carol Jackson
    - Cari Michaels from UofMN Extension talked about self-care and mental wellbeing.
    - Jenny Stippel did a yoga session at the end.

- ARLD Update (Nelsen)
  - ARLD Day was on Friday, May 6th, an all-day virtual conference.
  - Had 86 people register. Derrick Jefferson was the Keynote, and also had a panel discussion on leadership and volunteering to be on ARLD/MLA boards.
  - Had in-person meet-ups after the conference (around the state), and are excited to hear about how those went.

- ITEM Update (Krohn/Hydukovich)
  - ITEM Conference was at the end of April in Rochester.
  - Had a lot of big and small group conversations. Julia and Stacey presented about what it means to be part of MLA.
  - Talked about what will be happening in the Fall as part of the MLA conference.

- RART Check-in (Polley/Jackson)
  - No report made.

- LGBTQIA+ Roundtable Petition (Hendren/Sundt)
  - Hendren shared the background and petition for the creation of a new round table - this was brought forward in April, but has been updated with a leadership team.
  - Purpose: To help foster and bring awareness and understanding to the Minnesota Library Communities on issues dealing with and about the LGBTQIA+ Community in Libraries. In doing so, creating spaces for libraries to work towards creating impactful and inclusive spaces where LGBTQIA+ staff are understood and supported.
Motion made by Hendren to accept the petition to create an LGBTQIA+ Round Table, seconded by Carls, a vote was taken and the motion carried.

Next steps: update the website and get other foundational pieces completed.

Activate Library Advocacy:
- Legislative Session report (Lynch)
  - The MN Library Partners Steering Committee met on April 11, 2022 to discuss three legislative committee topics, including a Request for Information (RFI) for Lobbying and Advocacy Services, modifying the current term structure for the legislative chair and creating an appointed/elected legislative committee.
    - Draft 2022 RFI included in the Board Packet.
    - Change of dates: Release of RFI on June 13; Questions due: July 1; Clarification of questions: July 8; Deadline for submitting responses: July 15.
  - Hendren made a motion to move forward with the new RFI for the lobbying and advocacy services, seconded by Fillbrandt, all were in favor and the motion passed.
  - Discussion of increasing the Legislative Chair term from 3 years to 4 years to create an improved system of mentoring for the chair-elect and preparing them for their upcoming term with a greater understanding of the process.
    - Amendment to be proposed during the annual membership meeting, the language surrounding the change added to the nomination description for the position - election of which to be held before the annual meeting.
    - Next step: to check the Bylaws for needed changes and submit to the Board in the required amount of time before the Annual meeting in order to be voted on by the membership.
  - Discussion of creating an appointed/elected Legislative Committee to clarify who the lobbyist reports to and will be the mechanism for determining priorities and strategies.
    - There was a lot of interest at the ITEM conference to create a legislative subunit that interfaces with superintendents and school boards.
    - Need to make sure that the voting members understand the tight scope of the committee.
    - How does the Legislative Work committee dovetail with this new committee? Need to have more conversations about how all that would work.
    - Next step: check the Bylaws for needed changes and submit to the Board in the required amount of time before the Annual meeting in order to be voted on by the membership. A formal request for approval will be made at a later date.
- It’s the last week of the legislative session this week.

Develop Leaders
- MILE Recap (Vaillancourt/Jorgenson)
  - MILE 2022 was great - had 27 people attend at Sugar Lake Lodge. It was a great 3.5 days.
  - Some of the sessions included in-person and virtual presenters: topics on implicit bias and diversity and cultural competency, principles of engagement and
developing new thinking, leadership and libraries panel, a mentorship session, and more.
  ○ Olivia Hedlund and Vaillancourt were there in person. Lots of folks expressed their thankfulness for the opportunity to develop leadership skills.
  ○ Made sure that the folks planning for MILE 2024 are aware of the strategic planning team.
  ○ Thanks to MLA and the MLF for their support so we can keep this event affordable.
  ○ Sending out a survey to the cohort to solicit qualitative and quantitative feedback to pass on to the MLA Board.

**Strengthening our Organization:**
- **Anti-Racism Discussion (Hanson)**
  ○ Focus/Refresh on “Perfectionism*, One Right Way, Paternalism, and Objectivity**” (pages 8-12 of the [White Supremacy Culture article](https://example.com)) for discussion.
    - Discussion about striving for objectivity, but acknowledging that we all see the world through our own lens and that true objectivity isn’t attainable.
    - Discussion about how to find space and time for us to give this discussion the attention it deserves - and making sure we incorporate it into strategic planning.
- **Website Documentation and Process (Wurl)**
  ○ Came up with a strategy to keep website content updated and regularly reviewed about a year ago.
  ○ Propose that someone in the communications committee be in charge of oversight of this process and reaching out to folks about updating their content areas.
  ○ Wurl volunteers to be the first person to assemble a team to manage these processes, will work with Julia and Joy to find a way to send updates that aren’t overwhelming but are timely.
- **Policy Review:**
  ○ Treasurer - Will pursue in June meeting
  ○ Intellectual Freedom Committee - Will pursue in June meeting.
  ○ Member at Large - Will pursue until June meeting.

**Other:**
- **Items from the Floor:**
  ○ Frontline Worker Pay ([https://frontlinepay.mn.gov/](https://frontlinepay.mn.gov/)) - announced by state, but right now doesn’t seem to include library workers (as per the Department of Labor).
    - State Library thinks that library workers will be included in this, but not sure.
    - This was a legislative issue, but has been voted on. So not sure where responsibility rests to make decisions on who qualifies.
    - Liz Lynch to ask our Lobbyist if he has any insights on this and who we can talk to about it.
- **Reminders:**
  ○ Let Carlis know if you have things you want to add to the agenda by June 10th.
Next meeting: June 20th, 2022

Meeting adjourned at 6:01 p.m.

May Board Packet materials:
2022-05-16 Board Meeting - Google Drive