

**MSLA Executive Board Meeting
Concord-Carlisle High school
May 13, 2009**

The MSLA Executive Board Meeting was called to order by Sandy Kelly at 4:07 pm. Members present were: Barbara Andrews, Leigh Barnes, Vicky Bianco, Valerie Diggs, Patsy Divver, Kathy Dubrovsky, Gerri Fegan, Cecily Houston, Sandy Kelly, Carol Klatt, Diane Libbey, Kathy Lowe, Heather Macpherson, Judi Paradis, Ann Perham, and Christine Steinhauer.

April Consent Agenda

There were no changes to the April Minutes and Treasurer's Report. All members should submit expenses to Barbara Andrews by 5/30/09. Two additions were made to the Executive Director's Report as follows:

- Kathy Lowe was invited to attend the board meeting of statewide PTA since they are interested in advocating for us. It was suggested that we need to get the PTA to understand the safety issues of having large numbers of students to 1 teacher if aide positions are cut from libraries.
- The MSLA tax exempt status has been renewed for 10 more years.

A motion was made and seconded to approve the consent agenda.

Old Business

Executive Director Job Description Policy Recommendation – Kelly for Roth

Sandy Kelly presented Bob Roth's recommendation for the Executive Director job as follows:

The Executive Board proposes the following changes to the MSLA Constitution and Policy Statement:

- Amend the MSLA constitution by deleting Article V, Section 6. This will remove a redundancy from the constitution.
- Amend the MSLA Policy Statement, Executive Director Section, by substitution.

The new section will be as follows:

- The Executive Board may appoint an Executive Director. The Executive Director's term of office is subject to termination at will by the appointed person or by the Executive Board.
- The Executive Board shall establish and at its discretion revise the Executive director's duties, obligations and compensation.
- The Executive Board shall establish and at its discretion revise a process for an annual review of the Executive Director's job performance.

Sandy has already asked Bob to get legal advice for this process. We were reminded that constitution changes require a membership vote. It was also suggested that we need a procedural as well as a policy manual. The question arose if we should add the phrase, the Executive Director is a paid consultant. This was the first reading of this potential change. There was no vote on this topic. The 2nd reading will be added to the June agenda. Sandy will give the new ideas to Bob to change the wording.

Ellen Berne Award Changes – Tucker

Carrie Tucker was unable to attend the meeting so the vote on the Ellen Berne Award changes will be tabled until the next meeting.

Information Literacy Standards Final Revision – Diggs

Valerie Diggs reported that she added a column for technology standards to high school and middle school Information Literacy Standards. Sandy Kelly noted that the age ranges in the standards (K-2, 3-5 etc.) do not jive with our age ranges. They took all the standards that we address and separated them to make sure that everything in the technology standards are something that we teach. In essence, it shows that we can do their job but they can't do all of our job. Sandy and Valerie reported that they are almost done and Bill Mead will do the layout.

MTA Annual Meeting – Macpherson

Heather Macpherson reported that the MTA Annual Meeting was exciting. She presented our resolution, *A Resolution in Support of School Libraries*, and read a statement for MSLA. President Anne Wass asked if there were any reports to support our statements and if so to send them to her. The resolution passed unanimously. Heather stated we should track what is happening and write a draft of what we have done. It was suggested that an end of year survey should be conducted to ask what is happening in our members' schools. At the moment, nothing says that there has to be a certified library teacher at the elementary level. After some discussion, it was clear that we would get more and better information if the surveys came from the DESE to the superintendents. Patsy will outline what Sandy needs to address with Anne Wass and she will email her.

Forum – Divver

June 12th is the submission deadline for next edition of the Forum which will include end of year reports. We will be mailing a print version in the fall. There was some discussion of timelines for printing. It was suggested that Ann Perham could do the layout and then Roberts would only need to print it thus cutting down the on editing/revising time needed. Patsy will send out a reminder to encourage people to read it.

BESE Meeting (April 28th) – Diggs

The April BESE Meeting was held in the Learning Commons of Chelmsford High School. Valerie recapped the days' events. The Superintendent from Carlisle spoke well for school libraries. It was felt that the commission didn't understand school libraries well until they saw the Chelmsford Learning Common and now they have an image of what a good school library should be. Sandy will write a letter to all superintendents stating we are a P21 state and this is why you need a school library. She will emphasize that it is the resource center for developing critical thinking. Mitchell Chester held up packets and made sure board members knew what it was and read through it. The word "community" was jumped on which brought out the idea of student-centeredness.

Lapsed Member Survey – Lowe

Kathy received 35 responses and presented a list of reviewed some of the comments.

New Business

2009-2010 Budget – Kelly

Sandy reported that the budget needs to be approved next month. Proposed changes are as follows:

- Awards
 - Administrator's Award from \$500 to \$125
 - Audrey Friend Award from \$1000 to \$500
 - Ellen Berne Award from \$750.00 to \$500
- Legislation
 - Expenses Legislative Day from \$1800 to \$1200
 - Bookmark Contest from \$1000 to \$2000
 - Liaison from \$5109.00 to \$0
- Media Forum
 - Printing from \$1770 to \$2100
- Prof. Organization
 - NEEMA from \$240 to \$0
- Professional Standards/Curriculum
 - Printing from \$2000 to \$3200
- Technology
 - Webmaster Internet Access from \$420 to \$450
- Conference Outflows
 - Conference Booths from \$4000 to \$4200
 - Conference Hotel & Dining Costs & AV from \$30,000 to \$40,000
 - Conference Printing & Postage from \$12,000 to \$7,000
 - Mileage from \$300 to \$400
 - Conference & Dues Refunds from \$200 to \$800
 - Conference Supplies from \$2000 to \$2200
- Executive Director Expenses
 - Telephone from \$500 to \$700
 - Office Assistant from \$250 to \$0
 - Postage from \$1000 to \$700
 - Travel Mileage from \$1000 to \$600
 - SLJ Subscription from \$130 to \$0
- All other amounts will remain the same.

Proposed Advocacy Letters – Kelly

The group discussed the potential uses of advocacy packets. A packet exists for legislators. Judi Paradis prepared a packet for administrators and we need to prepare a packet for parents. We need something we can send out quickly. It was suggested that we have a ready response letter to send to the president of school committees so it must be read aloud in the minutes. We need to emphasize the value to students and include the impact value versus the cost per pupil.

Tracking Statistics and Job Data – Divver

See comments in MTA Annual Meeting.

One Minute Updates

2009 Conference – Kelly/Lowe

The conference committee is meeting 5/19 to settle the speakers.

MassCUE Conference/Networking – Kelly

Sandy and MassCUE are working to get all of our documents up together. MassCue's Conference will be at Gillette Stadium and Kathy Lowe and Christine Steinhauser will be presenting for MSLA.

Photo Slideshow Wiki – Steinhauser

Christine Steinhauser reported that the photo slideshow wiki is up and running but hasn't had a lot of activity yet.

Databases – Perham

Ann Perham reported that Gale (Literary Resource Center) & EBSCO gave us MSLA Member pricing as follows: \$1195 for Gale high school and \$595 for middle school and EBSCO quoted \$1690. If you call them, they will send you an email to be attached to a PO after July 1st.

Read Horizon Report 2009 – technologies in the future.

It was reported that AASL is concerned about the blocking of social networking in schools so they are asking for a survey of the state and a policy statement as well. There is also a concern over what we call ourselves and AASL recommends School Library Media Specialist.

Thinkfinity Training

Kathy Dubrovsky, a Thinkfinity trainer, thinks the board should consider becoming certified. Sandy wants to know if Thinkfinity is going to have conference booth. Kathy will send a schedule of upcoming training sessions.

The next meeting of the **MSLA Executive Board will be held on Wednesday, June 17** and the location is TBD. The meeting was adjourned at 6:29 pm.

Respectfully submitted,
Carol Klatt
MSLA Secretary