

Massachusetts School Library Association

Meeting Minutes: May 16, 2012

Chelmsford High School

Judi Paradis, Secretary

Attending: Leigh Barnes, Amy Bloom, Nancy Boutet, Valerie Diggs, Cindy Erle, Julie Farrell, Gerri Fegan, Linda Friel, Sharon Hamer, Laura Hibler, Cecily Houston, Sandy Kelly, Kathy Lowe, Judi Paradis, Ann Perham, Kathleen Porter, Amy Short, Christine Steinhauser, Maureen Tanetta, Carrie Tucker

Consent agenda was Unanimously Approved

Fall Professional Development: [Kristen Fontichiaro](#) has agreed to present on September 22, 2012 for a fall professional development day for our members. Kathy said that Rochelle Garfinkle at Frontier High School in South Deerfield has offered her location. Greenfield Community College is also a likely location. Kathleen Porter will check out Westfield State as another possible location. We are committed to offering this in western Massachusetts.

Meeting with Alice Peisch: Judi Paradis and Julie Farrell spoke with Rep. Alice Peisch on May 12 regarding our pending legislation to create a commission to evaluate school library programs. Peisch is the co-chair of the Joint Committee on Education. She talked at length about how we can create a commission that is strategically positioned for a successful outcome. Peisch said that we might want to reformulate the commission to include members that will get us additional clout with the legislators and DESE. She recommended we include academic members (perhaps Simmons College), business leaders, and perhaps someone with a background in charter schools and libraries. She also suggested we look at including someone from the Mass. Superintendent's association. Peisch said that it was not likely our bill would be voted on this year, but that we should refile it next year. She specifically asked for information about the Pennsylvania commission that we based our bill on. Julie found the report and will agreed to send this to her along with other supporting documents. Judi will work with Julie to organize this.

Valerie said she will contact the Pennsylvania school library organization to ask questions about how they conducted their survey, organized their commission and what they did with the data.

Sandy asked if any districts have a joint LT/IT job description. Sharon Hamer offered to post on the listserv to see if any district had a combined LT/IT post with a job description.

Conference Committee: Met Monday, May 14 . The committee talked about Sunday session. Their first choice was Danah Boyd, but could not get her. Now they are pursuing Joyce Valenza (perhaps with Shannon Miller). The committee is continuing to look for another big name. Other ideas included bookmark contest on Sunday and perhaps a social event on Saturday night. We also talked about pulling together a school administrator panel. Jack Gantos is also booked as our Sunday dinner speaker with concurrent sessions on Monday. The committee is also pursuing Barbara Stripling. Kathy Lowe recommended we look at the current issue of *Knowledge Quest*, which had some interesting articles about the library as a caring place that may present some ideas.

Valerie pointed out that the Conference Committee has a hard act to follow this year—planning an event in a shorter time frame to follow an event that generated high income and great feedback.

California PR Report: Judi, Gerri and Amy will set a date to meet and will report in June.

Budget: We reviewed the proposed budget for the coming year and discussed it by category as follows:

- *Area Directors* have not been spending money last few years. Some ideas for how they might do it may include: refreshments for meetings, scholarship for PD, webinar, legislative breakfasts etc. We are going to leave the funding as it is and hope people consider options for it.

- *Awards:* We left \$3000 as a research grant, but have never awarded this. Carrie said that having a rubric to follow (as we do for web seal of approval) can be helpful in holding the awards to a high standard. There is not a rich pool of applicants in some areas—Area Directors and Research. There is currently \$400 designated for expenses for awards and we agreed to keep this. We spent funds for ancillary expenses such as wrapping paper, photo frames, etc. Carrie also recommended leaving the Audrey Friend award at \$1000.
- *Advocacy:* We discussed eliminating advocacy expenses. Gerri said they could be used for PR around specific initiatives (e.g., joint statement with MTA)
- *Forum:* Ann recommended we keep with a printed Forum. She can create a printed version over the summer, but doesn't have time to layout during the school year—so this budget will work as long as we stay with this schedule of late summer publication. We agreed to this.
- *Professional Development:* There will be an AASL Fall Forum this coming year and we can fund that for the coming year. This year the topic is transliteracy. Linda Friel recommended that we added membership for Freedom to Read (\$100), MTA (\$150), Digital Commonwealth (\$50). Kathy Lowe recommended deleting NESLA funds and MLA Leadership Partners funds. We did increase Professional Development Offering to \$3000 to cover fall professional development program. Kathy and Gerri also recommended we put in \$500 for each of the P21 institute RegOnline Fees and Credit Card Fees.
- *Professional Standards:* Kathy and Valerie recommended deleting this line item as it was not spent this past year and there is not a plan to use these.
- *Technology:* Ann Perham assumes this is still sufficient for next year.
- *Conference Outflows:* Kathy recommended we change the conference office assistant fund to \$800 from current \$1500. We also increased conference coordinator expenses to \$300, and Conference Hotel & Dining costs and AV to \$45,000. We changed mileage for conference to \$250, and printing and postage to \$3000. We also talked about increasing RegOnline to \$2000 and credit card fees to \$2500
- *Financial:* Linda recommended keeping as currently listed
- *Officers/Operating costs:* The executive director is increased to \$15,000 and mileage to \$1500. Office technology is now \$200.
- *Student SIG:* We had put funds toward their conference in prior years, but they have not used it. Kathy recommended we remove this.
- *Membership:* We added \$2500 for RegOnline and \$500 for credit card fees. We also removed membership dues refund line

Policy Language Changes: Kathy proposed some additional language changes to our policy manual.

To the changes we discussed last month, Kathy also recommended that we include:

Members will reimburse MSLA if they must cancel registrations and /or reservations that are not 100% refundable, and were previously paid by the organization.

Amy Bloom moved and Christine seconded that we approve the following language for inclusion in our policy manual:

Reimbursable expenses include conference registration fees and associated travel costs up to \$5000 total for a maximum of 5 attendees. Reimbursements will be provided upon presentation of receipts. Overages will be the responsibility of those attending. Members will reimburse MSLA if they must cancel registrations and /or reservations that are not 100% refundable, and were previously paid by the organization.

Unanimously approved

Kathleen Porter moved and Amy Short seconded that we approve the following language for inclusion in our policy manual:

Executive Board members in their service to MLSA can be reimbursed for mileage for traveling to board meetings or to events and committee meetings where they are representing MSLA.

Non-executive board members who are serving on Executive-Boardapproved committees that provide direct benefits to members (e.g., conference committee, bookmark committee) can also be reimbursed for mileage.

MSLA will reimburse mileage expenses at the current federal standard rate per mile.

MSLA will reimburse contractual help (e.g., conference coordinator, office assistant, guest presenters) at the current federal standard rate per mile. Unanimously approved

Standards Committee: Amy Short reported that the committee has met once and set up a Google doc to gather materials from other states, etc. They are also starting to reach out to the people who expressed interest in this at our conference and began talking about a meeting schedule. There was discussion about who would chair this group. Gerri asked for clarification about the goal of the group in light of big changes coming with Common Core, PARCC, etc. Kathleen Porter agreed this was an issue in light of the L4L AASL initiative. Carrie Tucker said that we agreed to start this with the idea that we wanted to create some quantitative standards about what the program should look like in terms of collection size and composition, staffing, library size etc. Gerri thought this needed to be more specific as it currently looks as though it is geared toward educational standards only. Kathy said that AASL is now working to see if it is feasible to develop these sort of quantitative standards. Valerie said collection development is a moving target right now. Kathy said that we may be able to wait and see what AASL comes up with. Carrie is concerned that we need something quantitative to argue that we need a specific collection size and composition.

Executive Board: Carrie Tucker is moving to the secretary position. Sandy Kelly will move to co-chair of the Awards Committee. Valerie is assuming that all other members will remain in their current positions.

Forum: Ann Perham recommends that we no longer include the Executive Board annual reports in the Forum. She recommends we replace these with a link to the website. We recommended that committees with particularly compelling information could submit a separate article to the Forum.

Database Pricing: Valerie, Judi and Kathy will meet with MLS on May 17. Christine Steinhauser expressed concern that school librarians are under-represented on the committee making database recommendations.

Tales to Go: We do not want to support this initiative.

Gerri Fegan: Valerie Diggs thanked Gerri for her thousands of hours of service on the MSLA board as President. Gerri will be leaving the board after this year.

Our first Board Meeting of the 2012-13 session is June 13

Gerri moved to adjourn and Kathleen Porter seconded at 6:10 PM