

MHLS Trustee Services Committee Meeting Minutes, March 29, 2012

Committee members present: Lisa Baker Brill, Jean Ehnebuske, Steve MacNish, Myrna Sameth, with Board President Peter Hoffman attending ex-officio. MHLS personnel present: Merribeth Advocate, Rebekkah Smith Aldrich, Mike Nyerges.

The meeting began at 10:10 AM.

The committee:

- Revised the statement of the committee's objectives and voted unanimously to accept a new version, below.

The Trustee Services Committee reviews staff initiatives that support trustees of member library boards and the MHLS board. Those initiatives include the trustee newsletter, Across the Board; the MHLS Annual Meeting; and trustee workshops. With staff support, the committee encourages, models and tracks board-to-board visits by all MHLS trustees. The committee is comprised of a representative from each county.

- Considered speakers for the 2012 Annual MHLS Board Meeting on October 19, 2012. Mike proposed that we find a presenter to speak on the future of libraries. He said he would ask library directors for suggestions at the April meeting of the Directors Association.
- Talked about ways to facilitate and increase board-to-board visits and help MHLS trustees stay informed about activities and issues at member libraries: create an orientation session for incoming trustees; pair current trustees with incoming trustees for mentoring; provide trustees with e-mail addresses of their county's member library board presidents and library directors; ask MHLS staff to provide relevant statistics about member libraries prior to board-to-board visits; request that library directors add their county representatives to their e-mail distribution lists for board meeting notices and other announcements; suggest that trustees ask to be added to the mailing list for e-mail newsletters distributed by their county's member libraries; suggest that MHLS trustees on Facebook become friends of member libraries in their counties.
- Considered ways to document board-to-board visits: noting reports about visits from trustees at MHLS board meetings; creating a form so that trustees can submit information about their board visits.
- Discussed and accepted edits to the page in the MHLS Board Manual regarding Board-to-Board Visits.
- Discussed workshops for MHLS trustees, and agreed that creating an orientation session for incoming MHLS trustees would be a good starting place. It was suggested that MHLS trustees currently serving might want to refresh their knowledge and skills by attending both the basic and advanced workshops MHLS already offers. The idea of surveying MHLS trustees about what they need or want to know was suggested as a basis for creating a workshop tailored to our board. In the interest of time, further discussion was tabled until another meeting. Similarly, a more substantial discussion about using a self-evaluation tool for our board had to be postponed.
- Heard update from staff about work on the *Across the Board* newsletter and workshops for trustees.

The meeting was over at 12:20 PM.

Jean Ehnebuske, Chair