

## MHLS Board of Trustees - Trustee Services Committee Meeting Monday, April 2, 2018, 10-11 AM

### **MEETING REPORT**

1. Roll Call
  - X Kenneth Goldberg (U) – Chair
  - O Lisa Baker Brill (G)
  - X Sharon Davis (C)
  - X Priscilla Goldfarb (P)
  - X Rajene Hardeman (D)
  - O Mark Wilson, Ex Officio (C)
  - X Tom Sloan – (Staff Liaison)
  - X Merribeth Advocate – (Staff Liaison)
2. Mr. Goldberg requested and received approval of the meeting agenda.
3. The Committee reviewed the Committee’s charge concluding the charge adequately described the scope and work of the Committee.
4. The Committee reviewed the 2018 MHLS Board of Trustees Orientation session held on March 17, 2018. The Committee discussed the evaluations submitted by MHLS Trustees and the orientation documents. Committee comments included:
  - a) The orientation is useful for both MHLS Trustees starting their terms and Trustees continuing their terms and seeking a more detailed understanding of MHLS operations and services;
  - b) MHLS Trustees starting their terms benefited from questions asked by Trustees continuing their terms;
  - c) Appreciation for the positive tone of the invitation to attend orientation without mandatory expectation of attendance;
  - d) Trustees self-introductions were very helpful and should be scheduled with up to 5 minutes per introduction.
5. The Committee reviewed plans for the 2018 MHLS Annual Membership Meeting. The Committee discussed:
  - a) Evaluation findings from the November 2017 Annual Membership Meeting;
  - b) Identifying and selecting attractive and accessible locations for the meeting including the 2018 Annual Membership Meeting scheduled for November 2, 2018, at the Locust Grove Estate;
  - c) Topics/themes of the 2018 meeting: *Net Neutrality or Libraries Are the Future*;
  - d) Providing a panel and/or poster session featuring member libraries in an area(s) related to the meeting theme;
  - e) Providing the new MHLS Executive Director an opportunity to introduce herself/himself;
  - f) Forwarding Committee suggested themes to the Director’s System Services Advisory Committee for review and comment.

6. The Committee reviewed MHLS Trustees outreach activities. The Committee discussed:
  - a) The 2018 outreach memo from county delegations to board presidents & library directors;
  - b) Board to board visits outreach documents;
  - c) Board meetings per year held outside Poughkeepsie/Dutchess.
7. Ms. Advocate provided an update on the MHLS Trustee Education Program including:
  - a) Report on trustee attendance by location from April 2006-March 2018;
  - b) Review of the MHLS Trustee Education Series including beginning, intermediate, and advanced sessions;
  - c) Discussion on the evaluation format and timing of issuing evaluations to trustees attending sessions.
8. The Committee agreed the NYLA membership available to a MHLS Trustee, based on MHLS NYLA organizational membership, should be offered to the MHLS Board President.
9. With no other business to conduct, Mr. Goldberg adjourned the meeting.
10. The next meeting of the committee will be held in October 2018.