

## Board Development Committee

April 6, 2022

### 1. Roll Call

- ✓ Kenneth Goldberg, Chair (U)
- ✓ Alexandra Prince (G)
- ✓ Priscilla Goldfarb (P)
- ✓ Rajene Hardeman (D)
- ✓ Jill Leinung (C)
- ✓ Janet Schnitzer (C)
- ✓ Richard Swierat (D) (ex officio)
- ✓ Rebekkah Smith Aldrich (Staff Liaison)
- Kerry Chenier (Staff Liaison)

2. **Review Committee Charge:** The Committee reviewed their charge. Chair Goldberg moved, and Priscilla Goldfarb seconded, a motion to clarify language related to representation on the committee using the wording below. The motion passed unanimously.

- a. **ACTION:** The Committee recommends the following wording change for the board's consideration: "The Board Development Committee reviews and oversees the orientation of MHLS Trustees, as well as staff initiatives that support trustees of member library boards and the MHLS Board. Those initiatives include the MHLS Annual Membership Meeting and trustee workshops. With staff support, the committee also encourages, models and evaluates the advocacy of the MHLS Board and its outreach to member library boards. The committee ~~is~~ preferably includes at least one ~~comprised of a~~ representative from each county."
- b. The Committee is recommending that the MHLS Equity, Diversity, and Inclusion Working Group review the recently approved MHLS Equity, Diversity, and Inclusion Policy to consider a statement that is specific to committee work of the board.

### 3. 2022 Annual Membership Meeting

- a. **ACTION:** The Committee discussed the pros and cons of an online membership meeting vs. an in person membership meeting keeping in mind several factors including the uncertain nature of the pandemic, staffing issues at MHLS, and financial considerations. As a result, Priscilla Goldfarb moved, and Rajene Hardeman seconded, a motion to recommend to the board that the 2022 Annual Membership Meeting be held online again this year, with hopes that we can bring back an in person meeting for 2023. The motion passed unanimously.
- b. The Committee reviewed several potential speakers to keynote the 2022 Annual Membership Meeting. Jill Leinung moved, and Ken Goldberg seconded a motion to have the Executive Director work to book one of the following speakers for this event:
  - i. Michele Stricker, Deputy State Librarian, New Jersey State Library, project leader: [Librarian's Disaster Planning and Community Resiliency Guidebook](#) and [Workbook](#)
  - ii. [Angela Siefer](#), Executive Director, National Digital Inclusion Alliance
  - iii. [Tamar Evangelestia-Dougherty](#), inaugural director of the Smithsonian Libraries and Archives

The motion passed unanimously.

### 4. 2022 Board Self-Evaluation

- a. The Committee will once again administer a self-evaluation survey in May. All trustees are encouraged to participate. The results will be used to share continuing education and support for the board. The results provided to the full board.
  - b. Rajene Hardeman moved, and Jill Leinung seconded, a motion to add questions to the 2022 evaluation related to the board's attention to equity, diversity, and inclusion. This motion passed unanimously. Executive Director Aldrich was asked to work with Hardeman and Goldfarb, two members of the Board Development Committee who also serve on the EDI Working Group, to develop the questions.
5. **Board-to-Board Visit Program:** The Committee reviewed the current format and procedures for Board-to-Board Visits to member library boards by MHLS Board Members. The discussion covered the need for an analysis of recent visits made to ensure we have contact with all member library boards in the span of a few years. It was agreed that it would be helpful for the Committee to provide guidance on reporting out from visits. Executive Director Aldrich will draft reporting tips for the Committee's consideration.
6. **MHLS Board Sexual Harassment Prevention Training Plan:** The Committee reviewed the MHLS Sexual Harassment Prevention Policy, Complaint Form, Training Procedures and Trustee Feedback Form for training purposes. No changes were recommended.
7. **Update on Trustee Education Plans:** Executive Director Aldrich provided a report on Trustee Education offerings for 2022. Including the reception and future of the [Trustee Handbook Book Club](#); Trustee Education Series – [Spring 2022](#) which will include both in person and online options; and preparation for Trustee Education Mandate in 2023 to ensure MHLS is able to help trustees provide proof of attendance for live events and for viewing recorded sessions.

The meeting was adjourned at 11:25am.