

Board Development Committee

October 31, 2022 | 1:30pm

Agenda

1. Roll Call

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

2. **2022 Annual Membership Meeting:** The committee reviewed the results of the evaluations received to-date from those who attended the annual membership meeting. The evaluations for both the business meeting and keynote speaker were very positive. There were a few comments noting a preference for an in-person membership meeting going forward. Executive Director Aldrich noted that the Wallace Center at the FDR Library in Hyde Park has been tentatively reserved for 2023. The Chair asked Executive Director Aldrich to conduct a survey of directors and trustees to learn the preference for online vs. in-person membership meetings moving forward.

3. Orientations

- a. The December 2022 orientation topic will be the final report on the completion of the Sustainable Library Certification Program.
- b. 2023 Board Orientation Topics
 - 1. January: The Library of Local Project: Climate Action & Community Resilience Efforts
 - 2. March: Member Assessment Explanation
 - 3. May: EDI Working Group – topic TBD
 - 4. July: State Aid for Library Construction
 - 5. September: EDI Working Group – topic TBD
 - 6. December: Digital Equity & Inclusion
- c. Board Mentor Program to be formalized. At the suggestion of both the Nominations & Elections Committee and the Board Development Committee we will take a more formal approach to ensuring new trustees have one or more mentors on the board. While historically, trustees from the same county have organically supported a new member of the board from their county, moving forward there will be a description of mentor expectations and, when a county may not have an experienced representative on the board to mentor a brand new trustee, the board president will seek the help of another count's representative to connect with that new trustee to help them get off to a good start on the MHLS Board.

4. **Board Self-Evaluation Results:** This was the second year the board has completed a self-evaluation. 100% of trustees, along with the executive director, participated. The results were overwhelmingly positive, including the two newly introduced questions related to the board's equity, diversity, and inclusion efforts.

- a. A summary of the results will be sent to all board members.
- b. The committee recommends that all trustees be provided with the self-evaluation questions early in the year, so folks know what to be looking for and engaging in.
- c. The committee recommends that this activity continue to be done annually.

5. Trustee Education Series Update:

- a. Executive Director Aldrich provided a report on the 2022 Trustee Education Series, noting work to find a healthy balance of in-person and online events as well as the first year of the effort to provide education on financial planning for member library trustees.
- b. A new learning management system will be introduced in 2023. This platform will enable trustees to access training at their convenience online as well as be awarded a certificate of attendance that will serve as the necessary proof of attendance for the new mandate of trustee education in New York State.

6. 2023 Board-to-Board Visits

- a. MHLS staff will be asking MHLS board members to review the list of visits made this year to ensure a complete list is on file.
- b. The committee approved the 2023 memo that goes to Directors/Board Presidents to encourage board-to-board visits.

The meeting was adjourned at 2:38pm.