

Board Development Committee

October 29, 2021 | 2:00pm | Online

1. Attendance

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| ✓ Kenneth Goldberg, Chair (U) | <input type="checkbox"/> Ric Swierat, Ex Officio (D) |
| ✓ Lisa Baker Brill (G) | ✓ Rebekkah Smith Aldrich (Staff Liaison) |
| ✓ Priscilla Goldfarb (P) | ✓ Kerstin Cruger (Staff Liaison) |
| ✓ Rajene Hardeman (D) | |
| ✓ Jill Leinung (C) | |
| <input type="checkbox"/> Janet Schnitzer (C) | |

2. **Approval of the Agenda:** Ms. Leinung moved, Ms. Goldfarb seconded a motion to approve the agenda. The motion passed unanimously.

3. **Chair's Comments:** Mr. Goldberg encouraged members of committee, and in particular those whoa are also on the MHLS EDI Working Group, to help guide conversations and introduce topics germane to the committee's charge that intersect with issues they have identified through their working group. Mr. Goldberg commented on his recent attendance at the new Trustee Handbook Book Club event which he felt was a good addition to the Trustee Education Series lineup but noted that he, along with others likely, miss in-person education opportunities.

4. **Debrief on the 2021 Annual Membership Meeting:** Committee members shared their input on the meeting which they felt went well. It was noted that if online events are the future of this particular meeting designing social interaction/small discussion groups into the event would be desirable. The committee agreed to have a deeper conversation about this event once the evaluation results are finalized from attendees.

5. **Trustee Education Series Update:** Ms. Aldrich provided a summary of evaluation results from the MHLS Trustee Education Series and offered her observations about attendance patterns and the effort to embed equity, diversity, and inclusion principles into all sessions. The staff plan to create a mixed schedule for 2022 to offer both in person and online options for trustees. The Committee discussed the impact of the new law passed to mandate two-hours of trustee education for all public and association library trustees which will go into effect January 1, 2023. The group agreed to revisit this issue once guidance from the NYS Division of Library Development is released.

6. **Board Self-Evaluation Results Discussion:** Committee members discussed the results of the first-ever MHLS board self-evaluation and debriefed on the process itself. It was noted that 100% of trustees participated, as did the executive director. Overall, the committee was pleased with the results of the evaluation, noting the board is high-

Committee Charge: 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 comprised of a representative from each county.

functioning and knows their role and responsibilities. Efforts already underway to annualize a meeting of committee chairs, work on equity, diversity, and inclusion topics such as board recruitment were noted as important to continue by committee members. A summary of the results will be provided to all board members. The Committee recommends we make this an annual activity of the board.

7. Orientations: Committee members discussed the multiple ways the board works to provide an orientation for new and newer members including:

- a. Board Orientation Topics:** The committee recommends continuing the practice of reserving 10 minutes on each board agenda to cover a topic of shared interest to the group. For 2022 they propose the following topics:
 - i. January: Digital Equity & Inclusion
 - ii. March: Member Assessment Explanation
 - iii. May: EDI Working Group – topic TBD
 - iv. July: State Aid for Library Construction
 - v. September: EDI Working Group – topic TBD
 - vi. December: The Library of Local Project: Climate Action & Community Resilience Efforts
- b. Outreach to two new trustees before January:** Ms. Aldrich reported that outreach to our two brand new trustees has begun. They have both been invited to the January meeting, provided with our meeting dates for 2022, and an offer of a meeting with the board president and executive director before the end of the year has been extended.
- c. March 2022 Orientation session, scheduled for Saturday, March 12, 2022**

8. Board-to-Board Visits:

- a.** Ms. Aldrich will be working to compile a complete list of 2021 board-to-board visits but will need assistance from everyone who went on visits this year to do so.
- b.** Committee members approved the memo that will go out in January 2022 to all member library board presidents and directors to encourage them to invite MHLS trustees to their board meetings as has been done for the past several years.

9. Other: Ms. Hardeman, in her role as an EDI Working Group member at the invitation of the Chair, provided the suggestion that the Committee members, and ultimately all committees, consider goals related to equity, diversity, and inclusion for the coming year to aid the board in measuring its success in these efforts.

Ms. Hardeman moved, and Ms. Goldfarb seconded a motion to adjourn at 3:34pm.