

## Board Development Committee

November 19, 2020

### 1. Roll Call

- |                               |  |
|-------------------------------|--|
| ✓ Kenneth Goldberg, Chair (U) | ✓ Rajene Hardeman (D)                    |
| ☐ Lisa Baker Brill (G)        | ✓ Janet Schnitzer (C)                    |
| ✓ Sharon Davis (C)            | ✓ Ric Swierat (D), Ex Officio            |
| ✓ Priscilla Goldfarb (P)      | ✓ Rebekkah Smith Aldrich (Staff Liaison) |
|                               | ✓ Kerstin Cruger (Staff Liaison)         |

2. **Chair's Comments:** Mr. Goldberg noted the importance of MHLS trustees making connections with the local member library boards they represent.

### 3. Review of 2020 Annual Membership Meeting

- a. Committee members reviewed the evaluation results of the 2020 Annual Membership Meeting, the first ever to be held online.
  - i. It was suggested to track the number of first-time attendees at future meetings both through registration and evaluation processes.
  - ii. A notable trend was the sentiment expressed by attendees that they missed the social aspect of the meeting this year as they could not mingle and chat with their fellow attendees. It was recommended that if future meetings are held online we develop a component of the meeting to replicate that experience.
  - iii. It was requested that a more prominent printable agenda be provided to attendees for future online meetings.
- b. 2021 Annual Membership Meeting: Given the uncertainty of the trajectory of the pandemic planning for the annual membership meeting will begin in 2021 rather than now but at this point staff are to prepare for both possibilities of an in-person or online meeting. The Committee is currently leaning towards another online event given the best information at hand at this time in regards to the trajectory of the pandemic.

### 4. 2021 Board Orientation Plans

- a. Committee members reviewed their notes for enhancing the Orientation for New(er) Trustees in March 2021 as 2020 plans were interrupted by COVID-19. Our goal had been to enhance the usual outline in the following ways and the committee confirmed this should be the case in the orientation in 2021.
  1. Incorporating a tour of the MHLS web site
  2. Distributing an infographic with stats about MHLS
  3. Providing "answers to frequently asked questions" about MHLS
- b. Orientation Topics at Board Meetings: Committee members recommend continuing the pattern of reserving 10 minutes at every board meeting to cover a topic of general interest to all board members to aid them in

**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 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.*

their governance work on behalf of our organization. The committee recommends the following topics for inclusion in 2021 agendas:

- i. Reserving two slots for the Racial Equity Working Group to explore topics related to equity, diversity and inclusion for our organization.
- ii. Finances
- iii. State Aid for Construction Program
- iv. How libraires have pivoted during COVID-19 and what innovations are here to stay
- v. Information literacy role of public libraires
- vi. Open Meetings Law considerations as they related to COVID-19 era Executive Orders

5. **Board-to-Board Visits:** Committee members reviewed a proposed letter to be sent to all member library board presidents and directors to encourage invitations for MHLS trustees to local, member library board meetings. This letter will be sent out in January.
  - a. **All trustees are encouraged to review the [introductory information](#)** on Board-to-Board Visits in preparation for visits to member library boards next year.
6. **Board Evaluation Approach:** Committee members continued their effort to design a board evaluation process for the MHLS Board of Trustees with a stated goal to make a recommendation to the full board in June for a process to be conducted in the fall of 2021. This timeline was chosen with an eye towards using the results of the evaluation process to inform decisions about orientation activities for 2022. Committee members assigned themselves homework to aid in designing an evaluation instrument using the [Board Self-Evaluation Questionnaire](#) from Dalhousie University, Non-Profit Sector Leadership Program, as a model.

The meeting was adjourned at 2:54pm.