

# Board Development Committee

December 7, 2023

## 1. Roll Call

- ✓ Kenneth Goldberg, Chair (U)     Barry Ramage (D) (ex officio)
- George Joiner (P)                    ✓ Rebekkah Smith Aldrich (Staff Liaison)
- ✓ Richard Swierat (D)
- ✓ Janet Schnitzer (C)

**2. 2023 Annual Membership Meeting:** The Committee reviewed the event evaluation results and noted the responses were overwhelming positive. People appreciated being back in person. To that end, the Committee is recommending an in-person 2024 Annual Membership Meeting if the budget allows for the expense once the outcome of the state budget is known in April.

## 3. Board Self-Evaluation Results

- a. 2023 Board Self-Evaluation Results: The Committee reviewed the results and found a very positive outlook from current board members. One area that was identified to fine-tune is the understanding board members have of the roles of the board officers. This will be passed along to the Nominations & Elections Committee to consider how best to educate the board about the specific responsibilities of officers.
- b. Feedback from newer trustees indicates that the “mini-orientation” with the Board President and Executive Director is helpful, as is the full orientation session with peers early in the year. It is recommended that the orientation session be moved from March to January in future years.

## 4. 2024 Board Orientation Topics

- a. Proposed orientation topics:
  - i. January: A Closer Look at the new Memo of Understanding with Member Libraries
  - 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: Digital Equity & Inclusion
- b. It was suggested that a question be added to the self-evaluation questionnaire in 2024 to request suggestions for orientation topics from the board members.

## 5. Board-to-Board Visit Program

- a. [Current Program Overview](#)
- b. The annual Outreach Memo to member library directors and board presidents will be issued in January. This memo introduces the trustees representing each county and encourages invitations from local board as county associations to our trustees.
- c. Tracking Strategy: The Ashley Teal, MHLS Administrative Assistant will be sending out a survey to collect information about what visits each trustee has made both in the last calendar year and throughout their

tenure to give the committee a better picture of which boards may not have had a visit in some time from our trustees.

**6. Board Training Update:**

- a. Sexual Harassment Prevention Training: 100% Compliance for 2023
- b. 2-Hours Annually: 100% compliance for 2023

**7. Report on Trustee Education Offerings for Member Libraries**

- a. Executive Director Aldrich reported that the Training on Demand platform for Trustee Education is very popular and therefore in 2024 more content will be developed specifically on that platform. In person events have seen low attendance all year so she plans to partner with county association's to increase attendance at in person events.
- b. A report on trustee education offerings in 2023 will be provided at the first meeting of the committee in 2024.

The meeting was adjourned at 11:23am.