

MAPLA Board Minutes

April 24, 2014

Solomons, MD

Present:      Cathy Ashby      Darrell Batson      Debby Bennett  
                 Frances Cresswell      John Venditta      Lynn Wheeler

Staff:      Stephanie Szymanski

Guest:      Irene Padilla

**Call to Order**

Mr. Venditta called the meeting to order at 11 a.m.

**Selection of Chair**

Due to the retirement of Emily Ferren from Charles County a Board Chair needed to be selected to complete the term through December 2014.

Ms. Wheeler moved to appoint Mr. Venditta to fill the Chair vacancy. Ms. Ashby seconded. Approval was unanimous.

**Minutes of September 2013**

Mr. Batson moved to approve the Minutes of September 2013. Ms. Bennett seconded. Approval was unanimous.

Mr. Batson asked if there was a timeline for the paying of administrative support. There has not been in the past, but it was decided that should be paid by the spring of each year.

**Board Replacement**

Mr. Venditta asked the Board to appoint a Board member replacement for Emily Ferren.

Mr. Venditta moved to add Frances Cresswell to the Board. Ms. Wheeler seconded. Approval was unanimous.

**Budget Update**

The timeline for bringing the 2015 budget to the membership was discussed. Costs for some line items will be investigated and the Finance Committee will bring a proposed budget to the summer meeting. The items that need to be investigated include costs for Alexander & Cleaver and audit expenses. The budget is scheduled to be voted on at the fall meeting.

## **New Business**

Bylaw changes were discussed. Ms. Szymanski suggested changing MAPLA's fiscal year from a calendar year to an October – September fiscal year due to the timing of the Alexander & Cleaver contract and subsequent dues billing to each system. This change would affect the bylaws. Mr. Venditta agreed to draft proposed bylaw changes and send them to the membership before the summer meeting, so a vote can be held at that meeting.

There was some discussion regarding ethics paperwork for the MAPLA Board.

## **Old Business**

Ms. Padilla asked about the state of the Maryland Library Partnership. Ms. Wheeler said it is now in dormancy and a local law firm is treasurer of the Partnership. Ms. Padilla said that MSDE needs a letter of explanation from the Partnership. Ms. Wheeler agreed to write the letter.

Ms. Wheeler reported that MAPLA is in good standing on the IRS website. Attorney Bob Miller is working to finish the 1024. He will be invited to attend the next meeting to report on his work. Ms. Wheeler will also ask Clifton Larsen LLP to look at MAPLA's requirements for reporting to the IRS and an annual audit. The 2013 Maryland Personal Property form has been filed.

Ms. Wheeler said there have been questions regarding dues from Kent and Howard systems. She will send them each a letter explaining the benefits of membership.

Board meeting minutes will be put on the MAPLA website. Ms. Wheeler asked Board members to review the site.

## **Next Meeting**

The next meeting will be held at the Dunes on October 2, 2014 at 11 a.m.

## **Adjourn**

Ms. Bennett moved to adjourn the meeting. Mr. Batson seconded. Approval was unanimous. The meeting adjourned at 11:47 p.m.