

## October Executive Director Report

As many of you may or may not know, MLA lists all the email contact information for MLA officers, committee chairs, interest group chairs and division chairs on the MLA website under the Governance link. Recently MLA has been experiencing many, many phishing problems. Hopefully you didn't receive anything from an MLA officer asking you to purchase or donate money to a cause. Due to these unfortunate circumstances, MLA President Elizabeth Jonkel has asked that all contact information be taken off the website. If you check out the Directory link you will see that the new lists do not contain email addresses. This is unfortunate because this information let MLA members contact those parties with questions or concerns. MLA has never given email addresses from our membership database to businesses for use to contact you directly. We're sorry for the inconvenience this will cause. In the future if you would like the contact information, please send me the request and I will send that information to you. If you have a better way to approach this difficulty please let me know. In the meantime, thank you for your understanding.

I have had a very busy summer. Most of my summer was working on updating the Membership Database. I have tried my best to remove those who have left the library community either through retirement or moving on. I have added all current trustees to the database so they will receive communications. Please invite your trustees to join or renew their membership in MLA and inform them of important matters. Their input and knowledge is very important to our organization. If you see an update that needs to be made, please contact me.

I have completed the 990-ez which is the tax form that all non-profits must submit to the IRS. The tax form was approved by the newly formed Audit Committee and will go to the full board for approval at the fall meeting on October 15<sup>th</sup> at the Livingston Park Co. Public Library. After board approval the tax form will be posted in the financial section of the MLA website.

In July the Audit Committee was formed. The Audit Committee is comprised of MLA Past Presidents: Lisa Mecklenberg Jackson, Chair, John Finn, Sheila Bonnard and Eva English. The committee will be sent all financial materials at the end of each month in an effort to make MLA's financials more transparent and to be sure MLA is following all the rules and regulations outlined by the IRS. The committee will also be charged with arranging an outside audit of MLA financials when appropriate.

I completed a 4 week online course on Succession Planning. It was very informative and I plan to pass along the information at the June board meeting and begin a more in depth process for incoming board members. Succession planning is something all outgoing board members have to take seriously if MLA wants to continue to perform well as a vital non-profit.

I attended the Fall Workshop and had a table of advocacy and informational materials about MLA for those attending. I was pleased by the number of attendees who stopped by the table to say "Hello" and pick up MLA information. I want to thank the state library for allowing MLA to piggyback on their workshop.