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**PAGE 1:** Welcome to the 2016 State of the Chapter Annual Report Survey

**Q1: Chapter Contact Information**
Chapter Name: Massachusetts Library Association
Address: PO Box 221
City/Town: Seekonk
State: MA
ZIP: 02771
Primary E-mail Address: manager@masslib.org

**PAGE 2:** Report for Fiscal Year

**Q2: Date Completing This Survey**
Month/Date/Year: 06/16/2017

**Q3: Fiscal Year Reporting**
Start Date/End Date: July 2015-June 2016

**Q4: List Contact Information for Survey Respondent Who Could Answer Questions about Survey from Chapter Relations Office.**
Survey Respondent: Ruth Urell
E-mail address: ruthurell@gmail.com
Phone: 617-725-1860 x237

**PAGE 3:** Final Budget Totals for Fiscal Year

**Q5: Final Revenue and Expense Total for Fiscal Year Being Reported (answer requires a figure rounded to the nearest dollar)**
Revenue: $154,350
Expenses: $153,950
Unrestricted Net Assets: $400

**PAGE 4:** Management and Staffing
Q6: Were there changes made to your management or staffing during fiscal year?  Yes

Q7: If yes, what changes were made to management or staffing?  
Added a part time Conference Manager

Q8: List the Number of FTE of PAID Staff (e.g., 0, 1, 2.5, 3 . . . .).  1.0 FTE

Q9: List Paid Staff by Title and FTE (e.g., Director FTE 1.0)  
Staff 1: Association Manager .5 FTE  
Staff 2: Conference Manager .4 FTE

Q10: List the Number of Board Members (whole number only; e.g., 6)  16

Q11: Is Your Chapter Counselor a Board Member?  Official

Q12: Were there changes made to your membership categories dues rates during fiscal year?  Yes

Q13: If yes, what changes were made to your membership categories dues rates?  
Added a joint membership with NELA; added/reinvigorated Institutional Memberships with new categories

Q14: Chapter Membership  Anniversary Based

Q15: Dues Structure for Regular Personal Members  Graduated (fee levels based on salary)

Q16: Please List Applicable Fee or Percentage for Regular Personal Members.  
Highest graduated fee $110  
Lowest graduated fee $20

Q17: Total Number of All Members (Regular Personal, Institutional, etc.) at End of Fiscal Year. Totals of all following membership categories should equal total entered here.  780 (as of JUNE 2017)

Q18: Please List Number of Chapter Members by Category (only by categories you use; do not count twice)  
Personal  381  
Student  19  
Trustee  11  
Retired  21  
Library/Institution  66  
Total of Any Other Categories  282

Q19: Chapter Membership Compared to Last Year  Grew

Q20: If Membership Grew or Declined . . .  Respondent skipped this question
Q21: If Membership Increased or Decreased by 2% or More, Please Explain or Surmise Cause.

We believe it is due to increased advocacy.

PAGE 6: Annual Conference

Q22: Please Provide the Following Financial Information about Your Chapter's Annual Conference During the Reported Fiscal Year (answer requires a figure rounded to the nearest dollar).

Revenue $117,000
Expenditures $85,495

Q23: Please Provide the Following Non-Financial Information about Your Chapter's Annual Conference (if not applicable, insert n/a).

Month May
Location Hyannis
Length of Total Conference (pre- and conference) in Days 4
Total Number of Attendees 510

Q24: Did Your Chapter Meet Its Budget Projections for Its Annual Conference?

Met

Q25: Did Your Association Try Something New at This Conference?

Yes

Q26: If So, Please Briefly Explain What It Was and What Your Association Hoped to Achieve.

Advocacy Bootcamp pre conference resulted in 72 paid registrations

Q27: Was It Successful?

Yes

Q28: Will Your Association Offer This Again at Its Next Annual Conference?

Yes

Q29: List Your Association's Most Successful Events Held during Conference.

Pre conference, reception for retiring MBLC director drew people on Sunday afternoon, mobile app, good plenary sessions, professional photographer documented whole conference

Q30: Share Outstanding Keynotes or Speakers (include topics, please).

James LaRue & Marcy Merola on Advocacy; James Neal & Keith Fiels opening session; Rebekah Aldrich & Matthew closing keynote

PAGE 7: Accomplishments/Concerns

Q31: How many attendees participate in your State Advocacy/Legislation Day, If Held? (whole number only; e.g., 20)

Approximately 300
Q32: List Major Activities, Accomplishments of Your Association during Fiscal Year (e.g., Library Legislative Day, legislative successes, new strategic plan, trainings, etc.).

New Strategic Plan and good process; two successful fee-standing events - youth services program & intellectual freedom program; State Legislative Day was standing room only; National Legislative Day had record attendance; significant increase in membership, all federal legislators signed on to "Dear Appropriator" letters; series of very successful Legislative Breakfasts

Q33: List Major Issues Facing Your Association (e.g, budget, membership, structure, systems, competition, etc.).

Budget to be a challenge; turnover in association management and inability to fund full time manager means that our administrative and organizational necessities exceed our capacity as a volunteer organization; we would like to reach more Trustees & Friends through stronger connection to their two independent organizations - the MassLibrary Trustees Assn and the Mass Friends of Libraries.