

**Montana Library Association
Board of Directors Meeting
Hilton Garden Inn, Kalispell
April 22, 2009**

Voting Board members present: President Della Dubbe, Vice President Eva English, Secretary Dee Ann Redman, Past President Honore Bray, Director at Large-East Gail Nagle, Director at Large – West Jennie Burroughs, ALA Representative Karen Gonzales, MPLA Representative Pam Henley, PNLA Representative Mary Lou Mires, ASLD Chair Anita Scheetz, PLD Chair Liz Babbitt and SMLD Vice-Chair Julie Hainline. MLA Council Members present: Awards Committee Representative Nancy Venable, Professional Development Committee Chair Marje Doyle, Children & Young Adult Interest Group Chair Linda Blomquist, Offline Interest Group Chair John Finn, State Librarian Darlene Staffeldt and Executive Assistant Debbi Kramer.

Call to order:

President Della Dubbe called the meeting to order at 1: 05 pm.

Recognition of guests: None present.

Changes to the agenda: None.

Consent Agenda

The approval of the reports and the minutes were voted on separately.

Marje Doyle corrected information in the Professional Development Committee report. The section reading: “ Six applications received. \$800 granted to each as no grants were granted during the fall round.” should be amended to read: “Six applications received. \$800 granted to each of the following as no grants were granted during the fall round.” as only two applicants were awarded grants. Anita Scheetz moved to approved the consent agenda reports with the correction made by Marje Doyle. Motion carried.

Honore Bray moved to accept the minutes of the January 13, 2009 meeting as submitted. Motion carried.

Financial Report

Debbi distributed spreadsheets of financial info. The Association has \$35493.62 in the checking account as of 4-1-09. This does not reflect some of the Conference income. There is \$28010.57 in Ameriprise. The Cates account currently has \$28397.80. It was expected that funds would need to be borrowed from the Cates account due to cash flow problems, but this was not necessary. Of the Ameriprise flexible savings certificate, we have \$903.83 remaining.

Debbi shows 737 members in database. Of those, 575 are active, 162 are inactive. Of the active members, 140 are in ASLD; 146 are in SLMD, 475 are in PLD, 26 are in multiple divisions. \$12531.73 has been collected in memberships. Members donated \$390 to the Cates scholarship fund with their membership renewals. The association is

up in the number of members over last year, but since many were new members, the total money is similar to last year. Debbi will have the number of new members for membership meeting.

As of 3/31/09 total receipts of \$49,686.16 have been received for the fiscal year beginning July 1. Total bills paid in that time total \$48,934.35, with a difference of \$751.81. Beginning balance on the year was \$5712.42

Anita asked about budgeting for retreats and the amounts allocated for them. Debbi expressed concern about how this budget is displayed, that it might not be realistically reflected in the spreadsheet as retreats are generally expected to break even. Della reminded everyone that she asked for this format in the October meeting so that we could see income and expenditures. What we're considering is show how much to budget for the retreats and how much they're expected to bring in, though you have to plan for potential costs in case of circumstances that might cause poor attendance. Della suggested the finance committee look at budgeting for retreats.

Library Day was increased by donations from members of \$1250.

Honore asked about the results of last year's request to members to pay in July. Debbi says that less than 35% paid then, but most didn't come in until September and October. Honore asked Debbi to remind members at the membership meeting to pay in July.

Karen mentioned that ALA's annual conference is delayed this year, and asked about spending in the current fiscal year. Debbi said that since it's budgeted for this year, then the funds are committed.

Honore moved to accept the financial report as submitted. Motion carried.

Unfinished Business

1. By-laws change for email balloting to be presented at the membership meeting – Della will bring the change up at the membership meeting, but the issue will have to be voted on later. Debbi talked to Lois Fitzpatrick and they're concerned about how to implement any changes effectively. Della says the change in the bylaws is more about the language that is currently in there, which says that ballots must be distributed by mail. If we remove "by mail" it won't be specific as to how we distribute ballots, which would allow for any kind of current or future technology to be used. Linda recommended we use a survey tool rather than email as addresses seem to change frequently. This year will have to be by mail. Linda will take care of discussion at membership meeting. Debbi hopes to mail out ballots before postage rates rise.
2. Reimbursement policy recommendations Liz reports that recommendations are not yet ready. They should be finalized by the time of the next Board meeting at the August retreat.
3. Fall fund raiser – Eva. with assistance from Anita and Lisa is working on ideas for the coming year. They see the purpose of fundraising to get the reserve balance up and reduce cash flow issues. Eva is planning a concert in Bozeman during conference next

year. Anita asked the license plate bookmarks go into the ballot packet as a reminder that they'll be available in July. Other fundraiser ideas should be forwarded to Eva. Debbi expressed concern about memberships that are started and lapsed, and wondered if there was a way to raise funds from these members. Board members expressed need to articulate what members benefit from in addition to conference discounts, but did not recommend anything further.

4. New member pins – Nobody seems to know where the pins went or came from. Debbi has old claims and thinks she can find where they were ordered from previously. It would be good to have the pins to distribute to new members and to sell in bookstore. Debbi will have information for August board meeting.

New Business

1. Institutional memberships in regard to grant applications Marje reports that an applicant for a travel grant who wasn't a member wanted the applicant's library's institutional membership to count as qualifying for the grant. Marje wants clear direction whether or not institutional membership counts and whether any change would require a bylaws change. Debbi says institutional members allow institution to have one vote and send one staff member at a discount. Karen found listing in handbook that indicates grants are made to those with "individual membership". Debbi read bylaws on memberships. Institutional members are entitled to voting rights only. While Marje's interpretation was correct, Della suggested we clarify the guidelines in the handbook to make this clear.
2. Membership dues increase Della noted that dues have not increased in at least fifteen years. Debbi had sent out membership rates from nearby states for comparison purposes. Debbi also notes that retreats have not had higher rates for nonmembers in recent years. Marje suggested that new members get a discount of \$10 from their corresponding category rate rather than the half price rate that is currently in effect. Pam suggested changing the breakdowns to fewer categories to streamline the rates – perhaps only three. Anita suggested rates for those categories of \$25 for those earning <\$30,000, \$50 for those earning between \$30,000 and \$50,000, and \$75 for those earning greater than \$50,000 and suggested \$15 for students, trustees, friends, retirees and unemployed, nonsalaried. Della suggested we phase in an increase, keeping the category scale and raising all rates \$10 across the board. She suggested that we eliminate the under \$7000 category and move those memberships in with the next category up. New members would get a \$10 discount. Honore suggested instead of phasing it in, we raise all rates \$15 across the board. Mary Lou asked how much we want to generate with this increase. If all 575 current members paid the extra \$15 it would generate \$8625. The increase of \$15 in all categories for regular members met with the general consensus of the Board. Rates for the category of Student; Non-salaried; Unemployed; Retired; Trustee or Friend would remain the same. Increases were proposed for institutional and commercial memberships as well. Debbi suggested commercial members should get an ad in the conference booklet with membership. Honore suggested \$100 for institutional memberships and \$125 for commercial memberships. John suggested using sliding scale for institutional & commercial members based on FTE. The consensus of the group was to use Honore's suggested amounts. Pam moved to adopt the new membership rates as discussed. Motion carried. This would result in the following:

Dues Level by Annual Salary	Renewal Rate	New Member Rate
Student; Non-salaried; Unemployed; Retired; Trustee or Friend	\$10.00	\$5.00
Under \$11,000	\$30.00	\$20.00
\$11,000-\$14,999	\$35.00	\$25.00
\$15,000-\$24,999	\$45.00	\$35.00
\$25,000-\$34,999	\$50.00	\$40.00
\$35,000-\$39,999	\$55.00	\$50.00
\$40,000 or more	\$60.00	\$50.00
Institutional Membership	\$100.00	
Commercial Membership	\$125.00	

3. Cates Committee membership Della noted the difficulty in finding people to run the Cates events this year. She had received a suggestion to have the responsibility for the Cates fundraiser to move among the interest groups. Liz thought that was a lot to take on, and that the people drawn to work on the Cates were creative types who were good at this type of work. Anita says most of the work is at the conference. Della reminds that there is lots of organization prior to the event. Liz offered to join committee next year – though not as chair. Anita suggested passing signup sheets for committee assistance at the membership meeting. The Board thought that the Cates event should not be passed around, with the fear that event would be less effective for raising scholarship funds. Anita noted that recent events have been elaborately planned, and that events don't have to be as complicated to be enjoyable. Honore wants Interest sheets for people interested in joining on board as excellent and qualified people might not be asked during a search for potential candidates.
4. Possible “Friends of the Library” Interest Group – Della got list of libraries with Friends organizations from MSL. She had received a suggestion that they could be added to trustees Interest Group, but it was felt that these groups had differing purposes. Della suggested putting out a sheet for signup for friends groups. Della will also send letters.
5. Affiliation with American Association of School Libraries – Julie noted that the association can affiliate with AASL, to help influence national standards, and possibly promote membership among school library staff. Julie is not clear at this time about budgetary impact to MLA. Julie will try to find out any budget impact for MLA for next meeting.

Other

- Linda has concern. Had difficulty arranging author luncheon because of need to schedule a minimum of two years out for bigger names. Need for standing committees to work on this. Jennie suggested incoming vice-chair work with conference planners to plan author visits. Honore cautioned that this is good for authors, but not for keynote as library issues and interests are more changeable. Jennie said Missoula conference planning committee didn't have much information on who made choices, how it was

arranged, etc. Need to have amount set for money commitment. Honore noted the author lunch was the least attended, which Anita notes is affected by drive times for people leaving. Rescheduling this event might help. Della suggests putting this topic on agenda for Saturday

- Honore wants retreats and costs for members at them on agenda
- John would like online registration information on agenda
- Della wants to add budget for conference planning. Honore notes that members last year put in hundreds of hours. Libraries cannot afford to spare staff. T&T has ideas for improvements. John recommends the booklet be handled by planner.

Debbi distributed budget request sheets. 88 new members.

The meeting adjourned at 3:30 pm

Respectfully submitted,

Dee Ann Redman