

AGENDA
MLA BOARD MEETING
APRIL 7, 2010, 1:00-4:00 PM
2010 ANNUAL CONFERENCE, BOZEMAN, MT

Call to Order

President Eva English called the meeting to order at 1:10 pm

Present:

Eva English, President; Sami Pierson, Vice President; Dee Ann Redman, Secretary-Treasurer; John Heldt, Public Library Division; Nancy Pensa, School Library Media Division; Bridgett Johnson, Director-at-Large East; Jennie Burroughs, Director-at-Large West; Karen Gonzales, ALA Representative; Pam Henley, MPLA Representative; Debbi Kramer, Executive Assistant; Molly Ledermann, Awards & Honors Committee; Linda Blomquist, Bylaws Committee; Liz Babbitt, Cates Committee; Alice Meister, Chris Vance, Conference Committee; Judy Hart, Legislative Affairs Committee; Marje Doyle, Professional Development Committee; Mary Lou Mires, PNLA Representative

Introductions:

Recognition of guests: Jill Zabel, U of M Interlibrary Loan

Changes to the agenda:

- Marje Doyle requested to add as new business: The Montana Authors project
- Bridgett Johnson requested to add as new business: Interest group suggestion
- Add Cates event, Government Affairs and Vice President's reports to consent agenda

Consent Agenda

1. President's Report
2. Past President's Report
3. Director At Large/Membership Report
4. ALA Representative Report
 - a. ALA 2010 Report
 - b. ALA Report Addendum
 - c. TCE Report
 - d. TCE Frequently Asked Questions

- e. TCE Proposed Resolution
5. MPLA Representative Report
6. PNLA Representative Report
7. Awards & Honors Committee Report
8. Communications Committee Report
9. Conference Planning Committee Report
10. Membership Committee Report
11. Professional Development Committee
12. Montana State Library Report

Karen Gonzales moved that the Board approve the consent agenda as listed on the Board Agenda. Motion carried.

Minutes

Minutes of the October 26, 2009 Board Meeting

Mary Lou Mires noted that under item 10 in new business, that the meeting referred to was canceled.

Sami Pierson moved to approve the minutes of the October 26, 2009 meeting as amended. Motion carried.

Financial Report

FY 2010 YTD Report

Debbi Kramer distributed a report of profit and loss statements showing income, budget amount over or under budget and percentage of the budget spent. Please let her know about any changes. Under other income, add \$250 for more license plates. This will only be this year; the state will revert plates next year. Karen Gonzales had questions on ALA budget line regarding travel expenses and which fiscal year they are accounted into. Eva asked Karen and Debbi to try to work through this by the next meeting. Bridgett asked about marketing funds – was Sara Groves aware she needs to put in claim? Debbi says that she is aware and will do so.

Action on Report will be tabled until the Saturday meeting, pending some clarification on the ALA budget line.

Association Reports

ASLD – Suzanne Reymer – Email sent to board on 4/6; Mary Lou summarized highlights - they are trying to get a conference dinner going again. Mentions presenters at Significant Tidings.

PLD –Bonnie Williamson – Bonnie thanked Suzanne and Beth for their work on the retreat; successful and fun, recommends it for everyone to attend. Chico is

great place to bond. Come to the breakfast on Friday, even though it's early.

DALE - Bridgett – Bridgett chose to speak about her idea that was slated to be under new business. She talked about having interest group signups before conference for people who cannot sign up at conference. She would like to do signups only on the website or by email and not at conference. Eva thinks we should sign up here as well. Bridgett wants to let IG chairs know that there is an electronic option to drum up membership. Liz recommends that we announce this regularly during the conference; have signup forms at the various interest group meetings during their sessions.

SLMD – Julie Hainline – Julie emailed her report, which was read to the group.

Book Store – Beth Boyson & Kathy Calahan – the book store will be in the GranTree tomorrow. It will include books for authors who are speaking. Still looking for volunteers.

Bylaws – Judy Hart -Nothing to report. The committee is getting underway. Debbi notes that with the bylaw approval of last year, we can have electronic elections this year; any ideas on how to do it? Sami suggests sending out email notice to all members; anyone without listing will get postcards. Eva wants to know if Stacy will create the ballot. Debbi will talk to her about it; balloting must be done within two weeks of conference. Della notes that we can still do paper if we have to; we just now have the ability with the bylaws to change to incorporate electronic voting.

Intellectual Freedom – Bill Talbot – no report

Marketing & Public Relations – Lisa Mecklenberg Jackson – email report - Cookbooks coming soon,

license plates available, can still ship out legislative read posters, pr hints going on, please pass on any ideas

American Indian –Terry Gilham – no report

Book Club – Beth Boyson – no report

Central Asia Institute – Nancy Venable & Norma Glock – no report

Children & Youth Services – Lynette Greene – no report

Health Sciences – Laurel Egan – Mary Lou reports there will be a speaker during the IG meeting time

Interlibrary Loan – Chris Vance – They worked on the revision of sharing protocols with language discussing use of electronic processes; these are posted on the Montana State Library page

Offline – Dee Ann Redman & Suzanne Reymer – Offline happened, we made a little money, next year Helena

Public Library Directors – Joanne Erdahl – no report

Technical Services – Lois Dissly & Darlene Hert – no report

Trustees – any information? Judy Hart will try to find out . May ask Tracy Cook

MLA Website – Stacy Bruhn – no report. Debbi notes that membership is updated weekly; please let Debbi know if there are changes needed.

MLA Focus Newsletter – Suzanne Schwichtenberg – Eva notes she's doing a great job.

Pam Henley moved to accept reports as presented. Motion carried.

Bonnie Williamson, Public Library Division; Suzanne Reymer, Academic and Special Libraries Division, arrived 1:30

Unfinished Business

1. MLA License plates – Eva English.
They are out, get them soon!
2. MLA Manual and Handbook updates – Eva English
After the manual update in 2008, things got lost between Honore's stolen laptop and Debbi's laptop crash. Some information wasn't recovered or was confused between conflicting versions. Some discrepancies were big, and some small. Eva sent out list of changes and updates. Eva has asked Sami if she can continue update project through next year, to which Sami was delighted to agree. The consensus of the Board is to toss out the paper version in favor of the online

version. Some of the areas need serious updates. For example, conference planning is completely different with advent of planners. Janel will discuss this more at Saturday's meeting. Board of Directors – language unclear. Action taken without a meeting – needs written approval with $\frac{3}{4}$ of directors; need to add electronic communication as an option. Eva notes that there are various versions of the manual out there. The website seems to have the most definitive version. Della suggests that bylaws are the most important thing. She suggests we start with 2002, and look through membership proceedings for the past 8 years to see what the bylaws changes were. That will bring us up to date. Judy will take this on with help. Debbi will check to see if those records are in her storage. Eva will assist. Debbi suggests we table to Saturday to see if records are available.

3. Reimbursement Policy – Della Dubbe

Della distributed copies of agreed-upon changes. These need to be approved by executive committee. She gave a brief overview of the changes. Debbi recommends reviewing expenses for mileage and recommends the MSC model. Della says this is the committee's recommendation, and this can be accepted or not as the executive committee determines. Lisa Mecklenburg Jackson sent in the full document with changes to Eva and Dee Ann; Liz will print out this document. Table to Saturday.

4. Reserve Fund Policy – Della Dubbe

Reworded changes were approved previously; they are ready to go the handbook.

Bridgett Johnson moved that the Board approve the recommended changes to the Reserve Fund Policy. Motion carried.

5. Website policy & procedures – Pam Henley

Stacy and Pam worked on this. Pam distributed copies of the document for website guidelines. Sami notes that this could be a changing document; do we need to approve each change? Eva believes so, since it will be incorporated into handbook. Will be reviewed annually. The communications committee is charged to do this.

Bridgett Johnson moved to accept the recommended website guidelines for the association. Motion carried.

6. Retreat policy – Bonnie Williamson

Bonnie incorporated changes from 2009 retreat discussion. Eva's copy does not show changes. Bonnie will try to get document by Saturday.

New Business

1. Credit card providers – Debbi Kramer

Currently the association has two processors; one through the website, one at conference. We can combine with Big Sky Commerce in Missoula and save \$200-300 per year. Can decide which will work best on website in future. Debbi wants authorization to proceed. Eva says go ahead.

2. Traditional Cultural Expressions resolution – Karen Gonzales
Karen sent out information and sample resolution. Wants to recommend that the Board endorse this resolution, but may want to wait until after membership meeting and get feedback. Gauge for the consensus of the membership; they can vote to recommend. Will come back to board after that on Saturday.

Darlene Staffeldt arrived at 3.00.

3. Awards & Honors – Molly Ledermann

- a. Proposed Paraprofessional of the Year Award

The committee received feedback during the process this year asking for this award. Della asked whether the term was defined. Is there a clear definition is who is a librarian or no?. Marje recommends that this be about the position being filled rather than their credentials. Molly will check into that. This will need to approve by no later than fall meeting. Committee will develop criteria.

Bridgett Johnson moved to establish a Paraprofessional of the Year Award for the Montana Library Association.

- b. Promotion and solicitation of nominations for awards

The committee received concern that some awards have few or no submissions on an annual basis; there is a need to get some more movement on nominations. Linda notes that school libraries have few professional contacts to recognize that they are doing worthy work. Darlene recommends pushing it more often in Focus and Wired, and highlight prior recipients. Bridgett suggests an article in the Focus highlighting a group of smaller libraries. Sami asked about deadline for nominations. Molly says its at the end of January; with award decisions made in February. Marje notes that there is work involved, though it is important to have that information for the committee. Judy notes that libraries can work in the communities together. Molly will consider strategic changes to improve nominations.

4. Voting for ALA Chapter Councilor – Karen Gonzales

Handbook issue – we currently require that you be an ALA member to vote for ALA representative. It was the consensus of the Board that the representative stands for all MLA members.

Karen Gonzales moved that MLA strike the words in the MLA handbook that say only ALA members can vote for ALA Chapter Councilor. Motion carried.

5. Conference rates for regional association members – Mary Lou Mires

The PNLA Board recommended that its representatives ask that other regional members be permitted to attend one another's conferences at the members' rates. This can increase attendance at local conferences. In Montana's case, this would affect MPLA or PNLA members. It is possible to verify their membership, and it can provide closer ties to regional organizations. This will affect conference

policies; we will need to pass this on to Janel, who is working on these.

Mary Lou Mires moved to offer PNLA, MPLA and ALA individual members the option of coming to the MLA Conference at members' rates. Motion carried.

6. Communication Committee Chair guidelines – Della Dubbe

Della noted that changes to position description are not generally discussed by the committee. Notes that changes are not done regularly. Eva notes that ways that position descriptions are done are very inconsistent.

7. Library Snapshot Day – Darlene Staffeldt

ALA has asked state librarians to do a national snapshot day. On one day, all libraries collect the same types of statistics. These will be used through the year for advocacy. Many states will do next week. Darlene proposes that Montana does it in October or November to be prepared for the legislative session. She is asking for volunteers to work with state library staff to work on this to select statistics. There would be about 3-12 statistics to gather. Several members volunteered to help out. Darlene warns that there may be some small budget implications during June budget submissions.

8. Montana Authors Project - Marje Doyle

Funding request – Karl Olson from Missoula Public Library wants to develop a mapping project to bring books alive, based on a similar project done around Darcy McNickle's *The Surrounded* during One Book Montana. They are working on maps for Judy Blunt, Richard Hugo, Debra Magpie Earling, Dashiell Hammett. They would like to partner with MLA to help match grants and be a major sponsor at either \$1000 or \$5000 level. Recognizing that the MLA budget is already problematic, there were questions for how this could be accomplished. Can we consider for upcoming budget? Bonnie notes that we certainly support the idea of the project. Marje agreed to present this to the membership. Della will bring up to the Friends of the Library Interest Group for funding proposals.

Bonnie Williamson made a motion to support the Montana Author Project and that the project be considered during the budget meeting. Motion carried.

9. Interest Group suggestions – Bridgett Johnson

Presented during reports.

Meeting adjourned 3:56