

**MONTANA LIBRARY ASSOCIATION BOARD MEETING AGENDA**  
**MLA Conference**  
**Holiday Inn, Bozeman, MT**  
**April 10, 2010**

**Call to Order**

President Eva English called the meeting to order at 2:30 pm.

Present: Eva English, President; Sami Pierson, Vice President; Della Dubbe, Past President; Dee Ann Redman, Secretary-Treasurer; Bridgett Johnson, Director at Large – East; Jennie Burroughs, Director at Large – West; Karen Gonzales, ALA Representative; Pam Henley, MPLA Representative; Mary Lou Mires, PNLA Representative; Suzanne Reymer, Academic and Special Libraries Division; Bonnie Williamson, Public Library Division; Debbi Kramer, Executive Assistant; Linda Blomquist, School Library Media Division; Molly Ledermann, Awards and Honors Committee; Liz Babbitt, Cates Scholarship Committee; Gale Bacon, Conference Committee; Connie Strittmatter, Conference Committee; Judy Hart, Legislative Committee; Marje Doyle, Professional Development Committee; Darlene Staffeldt, Montana State Library; Janel Trowbridge, T&T Events, Sarah Daviau;

Additions to the agenda

1. Add conference locations to conference report
2. Move Cates discussion to conference locations

**Conference Report**

Conference Planners: Janel Trowbridge of T&T Events gave a briefing on the progress of the 2010 conference and plans for future conferences.

Future locations: Janel handed out potential hotel locations for future conferences. Sami pointed out that the Billings Hotel, the Hilton Garden Inn in Missoula, and the Big Sky Resort are the currently viable locations. Butte has been calling to recruit aggressively. It has just entered the race, and is still under review. These sites are the recommendations for locations. With regard to contracts, it is useful to have things set for several years out to get bookings and the best pricing. Janel notes we had talked about rotating among these which gives us negotiation clout. Della asked how we would insert a new location if one became available. Janel says we can hold a date without an immediate contract, which would give us some room. Judy asked if we hold a date, how are prices determined. Janel said prices on sheet are based on if we were holding this conference this year. Sami thinks we should rotate through them. She was thinking Big Sky after Bozeman. Darlene expressed concern that this is pushing local arrangements work onto Bozeman librarians too soon. Sami felt T&Ts efforts mitigate the work required. Janel said all that needs to be handled on the ground by local arrangements is hospitality and equipment, and ads for the booklet. Debbi understands that there is a great friends group in place who wants to help for a Big Sky conference. Janel notes that the programs committee can be from anywhere in the state, and likewise the editor for booklet can be

anywhere. One co-chair may need to be local. Janel notes that other locations said that we have too much programming for them to provide breakout rooms. Eva asked if we could move forward for Billings, Big Sky, and Missoula with firm contract, with holds for the future. Janel said yes. She wants to know what our ideal week is when we can select. Pam notes there will be no conflict with MPLA as it is moving to fall conferences for 5 years. The Board's consensus is that the conference should be after Easter, and National Library Week. This seems to be the 3<sup>rd</sup> week in April. There may a problem with Big Sky dates; Janel will consult the executive committee if dates need adjusting. The conference schedule will then progress as follows: Big Sky in 2012, Missoula in 2013, Billings in 2014, Butte if it can work in 2015 – if not, back to Big Sky.

Linda Blomquist moved that the Board propose the Annual Meeting for MLA take place in 2012 in Big Sky, 2013 in Missoula and Billings in 2014. The schedule is proposed for the third week of April, depending upon the date on which Easter falls. Motion carried.

Conference Committee: Connie Strittmatter joked that we had a conference. Eva led a round of applause for committee. As president, she heard only positives. There were 335 attendees, 35 vendors, and 50 non-registered speakers. There were 20 just food events. The conference met all targets for attendance. They were able to cut costs in several areas, by selling ads in the conference booklet. The committee hired a graphic designer to do booklet. Ads paid for most of it. Speaker fees, rooms and gifts all came in under budget. PNLA sponsored \$500 for Christopher Paolini. Dancers, musicians, receptions were all underwritten. They only paid for the Baxter hotel reception. Connie believed the conference should make a decent profit for the association. They were pleased to be able to introduce new programming, including the tech round robin, author readings, and vendor bingo. They will be doing a survey soon to get attendee feedback.

Janel reported on her visits with vendors. She had used feedback from last year's conference to set up this year's vendor area. No complaints this year. A few suggestions were offered, but generally the vendors were happy. The bookstore seemed to do well.

Janel is taking on the rewriting of the conference planning guidelines. Previous information is outdated now that we're using planners. She believes the bookstore should be coordinated with the conference committee rather than be a standing committee. The Board may want to dissolve the committee later.

Gale had an observation to make. Having planners is a brilliant decision. But co-chairs still have an enormous responsibility and workload. There are numerous emails and it is time-intensive. She encouraged the board to think through those needs when it comes to Big Sky – they will be limited in what they can do. They may need more statewide committees or to draw from nearby communities. Janel suggested local liaison people who can give suggestions, introductions and contacts, where someone elsewhere can do the arrangements. Janel notes that ads have to be local. Other items could be done from afar with advice. Outlying communities can be asked to participate.

The Board offered their thanks and gave a round of applause for conference committee.

Cates fundraiser: Liz gave final numbers for amounts raised by the Cates committee. Tickets for the Cates fundraiser were sold at registration at \$830. \$815.50 was collected at the night of the event. The Cates Raffle generated \$1595. The total raised for this year was \$3240.50. The Cates Committee looks forward to next year's events. Eva notes a divergence between fundraising events and scholarships supported by them. Lisa Mecklenberg-Jackson will look at the committee history. Liz has agreed to take on events next year. Thanks and applause from the Board.

### **Unfinished Business:**

1. Financial Report – Debbi Kramer  
Nothing has changed. The discrepancy noted at the previous meeting has been resolved by Debbi and Karen. The amount from last year was charged this year, due to the late ALA last year that fell into FY10. Della requested that conference information be shown together in next financial report.  
Bridgett Johnson moved to approve the budget as presented.  
Motion carried.
2. MLA Manual and Handbook Updates – Della Dubbe  
Della wants to volunteer to write a procedure for updates. She already has an idea for this. She feels the new president should review each year and have changes approved by Executive Committee. She plans to add that a committee will be set up by president for reimbursement policy. Eva will work to fix current discrepancies. No action required at this time.
3. Reimbursement Policy – Della Dubbe  
Karen comments that state rate for per diem is not workable in all rates. Della suggests that all waivers be at the approval of the president. Eva thinks that out of state travel required by MPLA, PNLA and ALA should be considered separately as there are inevitably out of pocket costs. Della notes that 1D means that the president can authorize higher costs as necessary.  
Judy Hart moved to approve the expense reimbursement policy. Motion carried.
4. Retreat Policy – Bonnie Williamson  
Bonnie will send it to Eva.
5. TCE Resolution – Karen Gonzales  
Cheryl Hesel submitted a letter with concerns about the TCE resolution and its presentation at the membership meeting. Karen read the letter to the board. Linda commented on the resolution's relationship to Indian Education for All. The error of not voting at the membership meeting and holding it at the membership meeting was regrettable, but it wasn't a formal motion and vote. Karen was trying to get a consensus. She feels the resolution has no teeth, but it is

symbolic. Jennie notes that this is about respecting information that is not in a fixed format. Suzanne expressed reservations about the way the resolution has been presented to the membership. She notes that resolutions were discussed previously at meetings and voting. She wants membership to have a voice. Della suggests sending it out with the ballots to the membership.

Della Dubbe moved that MLA add the vote for the TCE Resolution to the ballot for elected officers. Motion carried.

## **New Business**

1. Memorials for Susan Lerdal – Debbi Kramer  
Debbi notes that MLA was named in her obituary as a potential place to send memorial gifts. MLA has received \$235 so far. Debbi will send thanks to donors and acknowledgment to her husband. What do want to do with it? Eva suggested asking her husband. Darlene thinks we should make the decision.
2. Government Affairs Committee – Judy Hart  
The committee is hitting the ground running. Funds in the budget include travel to Library Advocacy Day. Judy wants to know who is attending ALA to join in lobbying efforts. Judy will put it on Wired-MT. She will meet with Smith & McGowan (MLA lobbyist) soon. Needs to request funds and will get budget. She met with State Librarian Darlene Staffeldt; want to know any suggestions of subjects to look for support from legislators. Others suggested OCLC, construction info. Debbi asked about any changes from Political Practices regarding our political involvement; Darlene knew of none. Linda asked about database funding. Darlene felt it is currently okay, but there will be a gap. Darlene has been told to ask for no increases; any requests will have to come from MLA. Denise Juneau at OPI is willing to talk about database funding as schools are also affected. Impact fees may be an issue. Judy notes a need for additional committee members. Judy will do what she can during session, but won't have the time Lois did to spend at the Capitol. Lobbyists should look for intellectual freedom issues, budget issues that affect lobbying. Della notes that lobbying costs are high, and we have no sense of how charges work.
3. Cates Scholarship Fundraiser – Liz Babbitt – moved to conference report
4. Central Asia Institute – Dee Ann Redman – The CAI would like the ability for members to donate on membership form as one does to Cates, based on MLA's resolution to support the CAI efforts. Sami wonders how funds would be handled when they arrive at MLA. Debbi would have to coordinate with the interest group.  
Della moved to have a Central Asia Institute donation line added to the membership form similar to the Cates scholarship, and the Executive Assistant will be directed to provide quarterly payments to the Central Asia Institute as needed to pass the funds along. Motion carried.
5. Claims Procedure – Della Dubbe  
MLA's President is responsible for signing claims. Della feels the presidents should sign form before claim is paid. Faxing could make it

work. Debbi feels the budget is there to handle funds as approved and only claims with questions need approval by the President. Eva feels presidents need to be involved at time of expenditure rather than time of claim. Eva agrees signing form afterward is pointless, but decision is made at time of budget. Sami suggests only questionable stuff is okay and that she and Debbi figure it out.

6. Past-Presidents Committee – Della Dubbe  
Wants to get rid of committee, now that we have Finance committee. Eva agreed to eliminate it.

Public Library Directors Interest Group – Joanne Erdall of Virginia City has form

Sami thanked Eva for her wonderful year of presidencies and presented a gift from the Board.

Eva thanked the board for their assistance.

Sami announced that the Great Falls Board Retreat will be held August 6-7

Meeting adjourned 4:36 pm

Respectfully submitted,  
Dee Ann Redman