

Final Minutes  
MLA Board Meeting  
October 18, 2010  
Chico Hot Springs  
Pray, MT

**Call to Order**

President Sami Pierson called the meeting to order at 12:30 pm.

Introductions

Present: President Sami Pierson, Secretary-Treasurer Sarah Daviau, Past President Eva English, Director-at-Large East Bridgett Johnson, Director-at-Large West Marje Doyle, Executive Assistant Debbi Kramer, ALA Representative Suzanne Goodman, MPLA Representative Pam Henley, PNLA Representative Mary Lou Mires, ASLD Chair Anne Kish, PLD Chair John Heldt, IFC Chair Sheila Bonnard, Cates Committee Co-Chair Lisa Mecklenberg Jackson, PDC Chair Mary Drew Powers, Book Store Chair Beth Boyson

Changes to the Agenda

- Mary Lou Mires requested that discussion of three-year terms for PNLA, MPLA, and ALA representatives be added to unfinished business.

**Consent Agenda**

Minutes of the August 6-7, 2010 Board Meetings

Bridgett Johnson moved to approve minutes of the August 6-7, 2010 meeting of the Board. Motion carried.

**Financial Report**

FY 2011 YTD Report

Debbi Kramer distributed a balance sheet detailing current assets. She stated that MLA has moved its banking from Big Sky Western Bank to First Security Bank. License plates have brought in \$850.00 and membership dues have raised \$6793.01. The ASLD/PLD retreat made \$3636.81. Debbi stated that for the past five years, the August Board Retreat has cost between \$3,000 and \$4,000 dollars. Due to moving the retreat to the Ursuline Center, the retreat cost only \$1,900 this year.

## **Association Reports**

### **Officers**

President – Sami Pierson

Sami said that the programming meeting for the MLA Annual Conference had been held the previous Saturday. Programs have been selected and the keynote speaker will be Marilyn Johnson.

Vice-President – Kim Crowley

Secretary/Treasurer – Sarah Daviau

Past President – Eva English

Directors-at-Large – Bridgett Johnson and Marjorie Doyle

**Executive Assistant** – Debbie Kramer

### **Association Representatives**

ALA – Suzanne Goodman

MPLA – Pam Henley

PNLA – Mary Lou Mires

### **Divisions**

ASLD – Anne Kish

PLD – John Heldt

SLMD – Nancy Pensa

### **Standing Committees**

Awards and Honors – Molly Ledermann

Book Store – Beth Boyson

Beth stated that the book store had not sold many posters the previous year and that she is thinking of having people submit orders for posters before the annual conference and pick them up during the conference. Those who placed orders will pay for the poster at the time of pick-up and will save money on postage.

Bylaws – Judy Hart

Cates Scholarship – Lisa Mecklenberg Jackson

Lisa stated that two Cates Scholarships were given this fall. Liz Babbitt will be managing the Cates Event at MLA in April and Tracy Cook or Lisa will be overseeing the Cates Auction.

Communications – Eva English

Finance – Eva English

Nominating – Eva English

Conference Planning – Johanna Freivalds

Government Affairs – Judy Hart

Intellectual Freedom – Sheila Bonnard

Marketing and Public Relations – Lisa Mecklenberg Jackson  
Lisa stated that the delay with the cookbook stems from a need to re-format the recipes that were submitted. Lisa requested suggestions for people willing to serve on the Marketing Committed and asked for suggestions from the Board regarding projects for the committee.  
Professional Development – Mary Drew Powers

### **Interest Groups**

American Indian – Teresa Gilham  
Central Asia Institute – Nancy Venable & Norma Glock  
Children & Youth Services – Linette Greene  
Friends – Della Dubbe  
Health Sciences – Martha Thayer  
Interlibrary Loan – Chris Vance  
Offline – Matt Beckstrom  
Public Library Directors – Joanne Erdall  
Technical Services – Megan Dazey  
Trustees – Carol Grover

**Report of State Library** – Darlene Staffeldt

**MLA Website** – Stacy Bruhn

**Focus Newsletter** – Suzanne Schwichtenberg

Marje Doyle moved to accept all board reports as submitted. Motion carried.

### **Unfinished Business**

#### Website policies and procedures

Sami stated that Stacy Bruhn has requested that protocols be established with regards to how information is posted on the MLA website, what type of job announcements can be posted to the website and if commercial advertising should be included on the website. Stacy asked that a specific person be designated for her to speak with who can make a final decision with regard to the website so she would not have to contact multiple people to discuss website changes.

Sami stated she disliked the idea of commercial advertising on the website because it can result in difficult situations. Eva agreed. Sami said commercial advertising might be reconsidered in the future should the revenue be necessary.

Sami stated that a chain of command should be established with regard to decisions about changes to the website. Sami stated that the President or the Communications Chair would be logical positions, with others brought in as necessary for specific decisions. Mary Drew Powers stated that there should be a hierarchy. Eva stated that the Communications Chair would be more logical as point-person because if there is a

question at the committee level, the President would then become involved. Sami agreed that the webmaster's first point of contact should be the Communications Chair and that the Communications Committee would discuss the situation if necessary. Anne asked for clarification regarding whether all decisions regarding the website would now go through the Communications Committee. Sami stated that only issues of concern or unusual circumstances would be brought to the Communications Committee.

Suzanne Goodman moved that items to be added to the website are to be sent to the current webmaster. Items raising issues of concern will be referred to the Communications Committee from the webmaster. Motion carried.

Sami stated that she had reviewed other state library associations' websites and thought that hosting job listings would be a good idea. Lisa asked if Stacy will be responsible for finding jobs to post. Eva said that someone with a job posting will be responsible for submitting it to Stacy. Lisa stated that people need to know that sending job postings is an option and offered to work with Stacy to let people know about job postings. Mary Lou stated that the PNLA and MPLA representatives should work with Stacy to find email contacts for the respective regional associations.

Sami asked if job postings should be limited to Montana, should be open to job postings from the region or should be nationwide. Suzanne asked if non-MLIS jobs would be accepted. Sami said that MLIS and non-MLIS and traditional and non-traditional library jobs would be accepted but wondered if limiting the postings to regional would be more appropriate. Lisa stated that it might be better for MLA to host regional job postings because the American Library Association already fills the need for nationwide job postings on their website. Suzanne suggested limiting the postings to Montana library jobs and keeping a list of links to job postings on other regional and nationwide organizations.

Suzanne asked if a time limit should be placed on when the job postings would be removed. Debbi suggested a one month time limit unless a close-date is listed.

Marje Doyle moved that:

- The website include listings for Montana library and information-related jobs
- That the website include links to the regional associations' job links and ALA's job links
- That any "until filled" postings will be kept for one month from date of posting

Motion carried.

### Requirements for Outstanding Support Staff of the Year Award

Sami stated that in the Awards and Honors Committee Report, Molly Ledermann described the award's criteria and is waiting for Board approval.

Bridgett Johnson moved to accept the proposed criteria for the paraprofessional of the year award within the Montana Library Association. Motion carried.

### Requirements for Sheila Cates Librarian of the Year Award

Sami said she had received emails from people expressing concern over the following proposed change in the requirements for the Sheila Cates Librarian of the Year Award as stated in the October 2010 Awards and Honors Committee Report: **\*The librarian must be in a professional librarian position and hold an MLS, Library Bachelor's, or School Library Media Certification degree.\*** The committee proposed the following as alternative to the degree requirement: **\*The librarian must be in a professional librarian position.\*** Sami stated that those who emailed her expressed strong opposition to the first suggested change, which required the recipient to have a library degree. Sami asked which wording the board preferred. Debbi suggested changing the wording so that the director need only obtain Montana Library Certification. Anne stated that academic librarians do not usually obtain their state certification, so that would exclude academic librarians.

Eva asked if the fact that there are two awards, paraprofessional of the year and librarian of the year, would take care of the concerns about who could be nominated. Sami said many of those people who expressed concern thought the degree requirement was elitist and that now that there are two awards, it should be evident which person should be nominated for which award based on their job. Sami said that there are other criteria to help delineate which nominees would be qualified for which award.

Bridgett Johnson moved that the requirement for consideration for the Sheila Cates Librarian of the Year Award be changed to read: "The librarian must be in a professional librarian position." Motion carried.

### Requirements for the School Library Program of the Year Award

Sami read the requirements for the award aloud and specified it included a \$500.00 cash award from Follett Library Resources for the winner's library. Debbi thought the award was a great idea and would encourage school librarians to be more involved. Suzanne asked if any strings were attached with regard to the monetary award. Sami said that it must be used for library development.

Pam Henley moved to approve the School Library Program of the Year Award. Motion carried.

## Gift Policy

Sami asked if there were any issues or questions regarding the draft gift policy submitted by Kim Crowley. The general consensus was positive.

Marje Doyle moved to approve the gift policy as submitted. Motion carried.

## Term Length for MPLA, ALA, PNLA Representatives

Mary Lou Mires said that PNLA is in the midst of updating the manual of procedures. In doing so, she noticed that according to the PNLA bylaws, the PNLA representative position is supposed to be two years, but according to MLA, it is three years. Mary Lou is concerned because she does not remember MLA membership approving a three-year term for the PNLA representative.

Eva said the MLA bylaws currently state that the PNLA and MPLA representatives serve two year terms and the ALA representative serves four years and that the discrepancy had become evident last March. Eva stated that changing the bylaws to reflect three-year terms had been discussed before but it had never come to a vote. Debbi had traced the discussion and agreement to the change back to 2007, but because it never came to a vote, the bylaws were never changed. Pam stated that three-year terms help because it staggers the rotation of the representatives to one rotating off per year.

Eva said she did not think the membership would have a problem with changing the terms to three years and recommended that the membership be informed of the vote on the bylaw amendment thirty to forty-five days before the meeting in April. Pam asked if the vote could be held via email. Eva said no because as Article 16 currently stands, an amendment may only be changed by a vote at either a meeting or through mail-in ballot. When the bylaws were changed to allow for email voting in June 2009, the change applied only to elections, not voting for amendments to the bylaws.

Sami said the vote would be held at the membership meeting in April to approve the change in language to reflect three-year terms for all three representative positions and a separate vote would be held to allow for electronic voting for amendments. Notification of the vote will be sent to the membership at least thirty days before the meeting.

Mary Lou Mires moved to take to MLA membership for vote to amend the MLA bylaws to reflect ALA, MPLA, and PNLA representatives serve staggered three-year terms as well as other discrepancies found. Motion carried.

## **New Business**

### Permanent line item for MLA Legislative Day

Sami stated that Judy Hart requested discussion of a permanent line item for MLA Legislative Day. Legislative Day occurs every two years in Helena, but the budget does

not contain a specific line item to account for it. During non-legislative years, no money will be allocated, but the line item will be there as a reminder. Sami stated that a motion was not necessary for this action. Debbi stated she has added it to the financial report.

Sami stated that Judy has asked for additional monetary support from Friends of the Library groups statewide because MLA budgeted \$1,500 for the 2011 Legislative Day, but \$3,211.18 is needed. Anne asked what accomplishments could be cited for the friends groups. Sami mentioned state contracts, OCLC, and the courier as reasons for support.

Debbi asked if Eva has sent changes to the handbook to Stacy Bruhn. Eva stated that she has not, but that her report regarding necessary changes will be submitted in January. Eva confirmed that the online handbook is the official version of the handbook.

Debbi stated that she has been sending notes of thanks and congratulations to the many librarians who have recently retired. She asked that board members keep her informed of any other retirements.

The next board meeting will be held in Helena in January in conjunction with Legislative Day. Sami will determine if the State Library's conference room is available and a conference call will be arranged for those who are unable to travel to Helena.

Meeting adjourned at 1:55 pm.

Respectfully submitted by Sarah Daviau