

Draft Minutes  
MLA Board Meeting  
October 17, 2011  
Chico Hot Springs  
Pray, Montana

**Call to Order**

President Kim Crowley called the meeting to order at 12:33 pm.

Introductions

Present: President Kim Crowley, Vice-President Anne Kish, Past President Sami Pierson, Secretary-Treasurer Sarah Daviau, Director-at-Large West Marje Doyle, Administrative Director Debbi Kramer, PDC Chair Mary Drew Powers, ALA Representative Suzanne Goodman, ASLD Chair Jim Kammerer, MPLA Representative Norma Glock

Recognition of guests

Beth Boyson – Treasurer for ASLD/PLD retreat

Beth said that the ASLD/PLD retreat made a little money this year. There were 50 attendees and 15 speakers. Debbi will reserve the Chico for next year's retreat, which will be held on October 21-22, 2012. Lauren McMullen and Pam Henley will be co-chairs for 2012.

Changes to agenda

No changes were made.

**Consent Agenda**

Minutes of the June 19, 2011 Board Meeting

Sami Pierson moved to approve the minutes from the June 19, 2011 meeting. Motion carried.

**Financial Report**

FY 2012 YTD Report

Debbi said that annual conference revenue is coming in as four vendors have already paid. MLA has made almost \$1,000 this year for license plates and that any incoming license plate money is officially income now. About \$13,000 has been made through dues. MLA has sent in the \$1,000 deposit required to reserve Big Sky for conference.

Kim asked when the last time an audit had been done for MLA. Debbi said one was done when she became Administrative Director over five years ago. Debbi recommended waiting until the end of the fiscal year to have one done so money could be allocated in the next budget.

## Association Reports

### Officers

#### President – Kim Crowley

Kim has been working with Janel Trowbridge and Desiree Dramstad to organize the conference. There will be a meeting on October 18 in Three Forks to choose programs from submitted proposals.

#### Vice-President – Anne Kish

Anne has been working towards encouraging library trustees to join MLA. She has received several requests for more information. Debbi said she would make sure the brochure will be up on the website for download.

#### Secretary/Treasurer – Sarah Daviau

#### Past President – Sami Pierson

Sami has been working on finding candidates for the upcoming MLA elections. She has several people interested. She is going to send out another reminder to WIRED and will turn in slate of candidates soon.

#### Directors-at-Large – Marjorie Doyle and Dawn Kingstad

Marje contacted Mike Price at the State Library about using the online library directory to help locate potential new MLA members. Mike passed the request to Sarah McHugh, who said no because she felt it would be an inappropriate abuse of the directory. Sarah McHugh said she would see if there is a similar way the State Library could help.

#### Executive Assistant – Debbi Kramer

### Association Representatives

#### ALA – Suzanne Goodman

#### MPLA – Norma Glock

Norma said that Montana is the only state without any applicants for MPLA's leadership institute. The application deadline is November 1.

#### PNLA – Mary Lou Mires

### Divisions

#### ASLD – Jim Kammerer

Jim is currently managing the ASLD Google Group. Jim asked Debbi for a list of ASLD members so he could compare the list to the members subscribed to the Google Group. Jim had also used the Montana library directory to obtain a list of all librarians in Montana working in academic or special libraries; he would like to send invitations to them to join the Google Group. Jim wondered as to the advisability of doing so because people who accept might not be MLA members. Jim said that they may or may not join MLA, but they would be more aware of MLA and its activities. Marje suggested coordinating with Jim and possibly sending out an email reminder about upcoming MLA events and dues.

PLD – Kathy Mora

Kim spoke to Kathy before the meeting. Kathy said that in past meeting minutes, it had been suggested that PLD change its date for when new officers take their positions from April to June 1<sup>st</sup> to coincide with all other offices. Kathy prefers keeping it at the conference. Kim thought it might make sense that a May 1<sup>st</sup> be made the new date to take office for all positions on the board and suggested sending the matter to the bylaw committee to draft. Sami said it would keep in line with the need for continuity and streamlining operations as outlined in the strategic plan, and it would allow the new president to sign contracts and the new officers to work with the budget for the next fiscal year. Sarah said she would look through the necessary bylaws to see what would need to be amended. Kim said she will contact Sarah to follow up in a few weeks.

SLMD – Kari Eliason

Suzanne said Kari would like to do mailings to school librarians to encourage SLMD and MLA membership.

Standing Committees

Awards and Honors – Anita Scheetz

Book Store – Beth Boyson

Bylaws – Judy Hart

Cates Scholarship – Lisa Mecklenberg Jackson

Communications

Nominating

Conference Planning

Government Affairs – Judy Hart

Intellectual Freedom – B.J. McCracken

Suzanne cited a section of IFC's board report asking for board approval on adding a reporting book challenges link to the MLA website. Suzanne asked if the board should act on this even if no IFC representatives are present. Kim said she would follow up with BJ McCracken and wait until the next board meeting because

IFC is not here and the report indicates IFC is still in the planning stages on the matter.

Marketing and Public Relations – Lisa Mecklenberg Jackson

Membership

Professional Development – Mary Drew Powers

#### Interest Groups

Norma said that CAI has been put on hold until the problems from the previous spring regarding Greg Mortenson have been resolved.

#### Report of State Library

Jim said that the candidates for the State Librarian position have been narrowed to three finalists and that those candidates will be giving presentations at 9 a.m., 10:30 a.m., and 1 p.m. on Friday, November 4, 2011.

#### MLA Website – Stacy Bruhn

Debbi said that Stacy has almost everything ready to move to new host GoDaddy.

#### Focus Newsletter

Anne moved to approve the reports submitted to the October 2011 MLA board meeting.  
Motion carried.

### **Unfinished Business**

#### Strategic Plan Update

Kim asked each of the groups about their first quarter tasks as outlined in the action plan. Debbi said that she had emailed the State Library Commissioners about becoming MLA members, but had received no response. Kim suggested the commissioners might think membership is a conflict of interest. Anne asked about getting on their agenda and asking them for feedback. Debbi will send out one more email to the commissioners before the commissioners' winter meeting, but she will first send the email to the board for feedback. Kim said she will send out a reminder about the first quarter action plan tasks that have not yet been completed and who is responsible for completing them.

Kim read through the tasks to be completed for the second quarter. The most important items to focus on are related to completing handbook updates.

#### Lobbyists – Judy Hart

Judy Hart submitted the two-year contract proposal from lobbyists Smith and McGowan. The new contract would permit them to lobby for MLA in non-legislative years. Kim said she thinks it is a good contract and that she and Judy have asked the lobbyists to submit regular reports about their activities.

Marje Doyle moved to approve the new contract for lobbyists Smith and McGowan for October 2011 through December 2012 and for the MLA president to sign said contract on behalf of MLA. Motion carried.

## **New Business**

### Ameriprise Accounts – Debbi Kramer

### Cates Scholarship Account – Debbi Kramer

Debbi said that in the last year, the \$18,000 in MLA's Ameriprise accounts earned only about \$200. Debbi said she would like to make certain that MLA is maximizing its earning potential and that she would like her broker, Kyle Mills, to evaluate MLA's current financial strategy and make recommendations for how it may be improved. Debbi would like Mr. Mills to evaluate the Cates Scholarship fund, which is managed by D.A. Davidson, as well. Kim asked if MLA has an investment policy. Debbi said she does not believe so. Kim said MLA should have a strict policy that states how the funds are handled and to help provide direction.

Kim said the board needs to review current financial policies to see if there is any information on what purpose the reserve money is meant to serve. Kim said the board also needs to make certain that any policy regarding the money does not violate MLA's nonprofit status. Sami said before a policy is created, a definition on the purpose of the accounts needs to be reached: is the money meant to simply be saved, or should it be conservatively grown. Anne suggested asking MLA membership whether they would like to grow the money or save it. Kim said that any final policy would need to be approved by MLA membership.

Kim said she will look into current financial policies and send out information to the ad hoc financial policy committee. The committee will consist of Kim, Anne, Jim, Debbi, and possibly Lisa Mecklenberg Jackson from the Cates Committee.

### Past President Resignation – Sami Pierson

Sami tendered her resignation from the MLA board effective immediately. She has accepted a position as director of the public library in Coos Bay, Oregon. Kim thanked Sami for her service.

### Donation Request from the Montana Historical Society

2012 is the 60<sup>th</sup> anniversary of the publication of *Montana: The Magazine of Western History*. The Montana Historical Society asked MLA to provide a sponsorship of \$250.00. In return, MHS will provide MLA with posters, a mention in the anniversary issue of the magazine, and MLA would be able to speak at the anniversary celebration. Suzanne said the donation would fit the strategic plan in that it would give MLA a positive image. Sarah said MHS is willing to do programs for libraries, so support from

MLA would be a great partnership. Debbi said the funding could come from advertising sales from Focus.

Anne moved to approve the donation of \$250 to the Montana Historical Society to sponsor an event for the 60<sup>th</sup> anniversary of *Montana: The Magazine of Western History*.  
Motion carried.

#### Focus Articles

Kim said that Lisa Mecklenberg Jackson is concerned that MLA is not contributing enough articles to Focus. Suzanne asked what the submission deadlines are for publication. It was suggested that having the deadlines available on MLA's website would help remind members about submitting articles. Kim encouraged MLA members to increase their presence.

The meeting adjourned at 2:26 pm.

Respectfully submitted,  
Sarah Daviau