

MLA Board Meeting Minutes
April 6, 2016, 1:00-4:00 p.m.
Hilton Garden Inn, Missoula, MT

In attendance: Dawn Kingstad, Debbi Kramer, Samantha Hines, Lisa Mecklenberg Jackson, Diane Van Gorden, Stephen Haddad, Eileen Wright, Matt Beckstrom, Kirsten Bryson, Carmen Clark, Susan Gregory, Niki Keuch, Mitch Grady, John Finn, and Lynde Roberts.

President Dawn Kingstad called the meeting to order at 1:07 p.m.

Action item: *Motion to approve minutes from Jan. 25, 2016 MLA Board meeting.*

1st: Carmen Clark

2nd: Susan Gregory

Approved

Reports provided ahead of time by officers, association representatives, divisions, standing committees, and executive director.

OLD BUSINESS

Strategic plan review. Dawn stated that the MLA Strategic Plan will continue to be reviewed each year and the group will be looking at it at the board retreat in June 2016.

Budget update. Debbi commented that **conference registration** is down by about 50 individuals this year as compared to last year (265 this year). She said this is likely due to the Public Library Association having their annual conference at the same time. Debbi stated the **MLA budget** looks good. She will send budget sheets for the next year out to all by the end of May. The budget gets voted on at the June 2016 retreat at Canyon Ferry.

Conference planning report. Sam stated that conference planning has gone well. She is excited about the tours and the author luncheon on Saturday with Gwen Florio. Debbi mentioned the conference program committee of Sam, Mitch, and Jodi Oberweiser picked the programs for conference and did a great job. She said there was a few snafus with the hotel resulting from presenters switching rooms at the last minute. *Highlight on next year's program form that special arrangements need to be done ahead of time.* The big posters around the conference have the correct schedule. Debbi issued a special thanks to Marje Doyle who did a fantastic job getting volunteers and helping with the conference.

Government affairs report. John Finn, the new chair of the MLA Government Affairs Committee stated he and outgoing chair Judy Hart met recently with Nanette Gilbertson, the MLA lobbyist, and Jennie Stapp regarding what to expect next session. State aid to libraries

sunsets in 2017. The Montana State Library Commission will be pursuing procuring state aid for another six years. John and Dawn are going to D.C. in May for National Library Legislative Day. Dawn stated that she learned on her last trip to D.C. that every story matters. Get your stories to the state library.

NEW BUSINESS

MLA ED and Webmaster evaluation processes. Dawn talked about the process and results of the recent executive director and Webmaster evaluations. Debbi stated this is the first evaluation she has had in 10 years. Both evaluations were satisfactory. There was some discussion regarding whose job it was to make sure that changes approved in the meeting minutes were reflected on the MLA Website. It was determined that this was the secretary's job. Also of note—meeting minutes posted on the MLA Website should be noted as DRAFT until approved by the board. Then the word DRAFT should be removed. Also of note: if Stephen gets a request from an MLA member regarding a change to the MLA Webpage, he should run that request through the president, the executive director, or the committee chair before posting. Also, Stephen is sending a log of hours worked to Debbi. Then we will know if his rate of pay is appropriate in the next evaluation cycle.

Renew conference contracts. (Debbi left the room). Dawn stated that D & D Conference Planners has submitted a one-year notice as required in their contract of their desire to renew their contract for planning the 2017 MLA Conference. After some discussion on the process of awarding the conference contract (does an RFP need to be done?), the decision was made to table this matter until the June meeting. **Lisa will do some research into how the awarding of the contract was done in the past and let the board know. (See separate document).** It was also noted that this conference contract awarding process needs to be outlined in the MLA Handbook of Procedures.

Professional development committee. Sam brought to the board's attention her concern that no MLA Professional Development Grants have been given out in the past year. The chair of the professional development committee is Bretagne Byrd at Lewis & Clark Public Library. John Finn, library director, said he would talk to Bretagne and see if she is still interested in chairing the professional development committee. He will report back to the board.

Development recruitment PR plan. This is Sheila's idea after having a hard time finding people to fill MLA officer positions. Perhaps we could have a line on the MLA membership form: Would you like someone to contact you regarding involvement in MLA? Debbi would get the response and then could send it to our two members-at-large for follow-up. The past president could also send messages out on Wired with job descriptions. Debbi mentioned that many new librarians are not interested in joining the association. We need to show them joining is worth their while. It's a great way to grow your resume. Susan stated that expense might be a problem. It should be up to supervisors to support them and help them financially, but perhaps they are not doing

this. Lisa suggested an emotional appeal. Do you love libraries and what they represent? You can help shape the future of libraries in Montana.

Membership discussion. Lynde stated that the school library division will be holding their second annual retreat in Billings on Friday, Aug. 5. Thirty-six attended last year; this year 56 have indicated interest. She will try to get the registration form out by the end of May.

MLA Awards and Honors Committee. Debbi listed the winners selected by the awards and honors committee for 2016 MLA awards. She recommended the board approve the winners. Pat Williams Intellectual Freedom Award – Daniel Zolnikov, Billings MT Rep. Sheila Cates Librarian of the Year Award—Dale Alger, Roundup Community School Library Trustee of the Year—Kerstin Clark, Twin Bridges Public Library Outstanding Support Staff—Aaron LaFromboise, Browning School Administrator of the Year—Steve Pomroy, Lewis and Clark Middle School, Billings School Library Information & Technology Program of the Year—Glacier High School, Lisa Lykins and Kerrie Moore

Action item: *Motion to approve the slate of 2016 MLA award winners as presented by the awards and honors committee.*

1st: Matt Beckstrom

2nd: Diane Van Gorden

Approved

Membership meeting. The membership meeting will be Friday. Dawn has the agenda. The format will be the same as usual. There will be a drawing for a tablet among those attending. It is hoped the possibility of winning the tablet will encourage folks to attend the membership meeting.

Communication committee update. Dawn reported that Lauren McMullen, who has been looking at communication among MLA members as her project from the summer leadership institute, may be changing her course a bit after her committee's presentation at Offline. Lauren will be presenting her communications committee report at the June board retreat. Debbi stated that she is looking into Constant Contact as a means of pushing out information. Lynde asked if we could look into having a pop-up on the MLA Facebook page. She thinks it costs about \$50. Lisa said she would look into it.

Future MLA Conferences. The 2017 MLA Conference is supposed to be at Big Sky. Debbi has been working with them and they have lowered their numbers a bit. However, they want to charge a \$125 fee for each exhibitor who comes to conference. We've never been charged this

fee before. They are also charging \$195 per night. After some discussion, a motion was made to forego Big Sky as a conference site in 2017.

Action item: *Motion to forego Big Sky as the 2017 MLA Conference site due to high costs.*

1st: Matt Beckstrom

2nd: Susan Gregory

Approved

Debbi will start negotiations with Billings Northern downtown for 2017. The conference rotation should be discussed at the June board retreat. We should also look at the format of the conference. Could we do it differently? Other groups do. For example, instead of having six programs running at the same time, possibly have four. This would give us more options for a smaller hotel size.

Summer board retreat. June 9-11, 2016, Canyon Ferry Learning Center, Canyon Ferry, MT. Both outgoing and incoming board members should plan on attending.

Meeting adjourned at 3:05 p.m.

Respectfully submitted,
Lisa Mecklenberg Jackson
MLA Secretary