



*Supporting Montana's libraries
from the mountains to the prairies*

MLA Board Meeting Minutes DRAFT

March 29, 2017

Doubletree Inn

Billings, Montana

President, Lisa Mecklenberg Jackson called the meeting to order at 1:05 p.m.

ATTENDANCE:

Lisa Mecklenberg Jackson, Dawn Kingstad, Mary Guthmiller, Debbi Kramer, Carmen Clark, Eileen Wright, Matt Beckstrom, Diane Van Gorden, Conor Cote, Mitch Grady, Dianne Mattila, Bobbi Otte, John Finn, and Jim Kammerer. The virtual attendance option that was set up failed to work.

BOARD MINUTES:

Matt Beckstrom moved to approve the January 18, 2017 board meeting minutes. Carmen Clark seconded. The motion passed.

ASSOCIATION REPORTS:

Matt Beckstrom gave a recap of his attendance at the ALA meeting that was held in Atlanta. He reported that there were a number of resolutions put forward; the biggest issues pertained to President Trump's administration. He indicated that the National Library Legislative Day will be held May 1st and 2nd. John Finn, as our Government Affairs chair will be going. Eileen Wright asked if another MLA member will be going. Lisa will work with John to identify another attendee. Lisa inquired about the Institute of Museum and Library Services (IMLS) funding and any resolution being put forward.

Lisa said that there is a free leadership camp scheduled May 20, 2017 for school librarians. It is a retreat sponsored by Montana State University's Department of Education's Library Media Program. Ann Ewbank, program leader for the library media certificate, is coordinating this event.

OLD BUSINESS:

- 1) Lisa reported that she will have more information at the June retreat regarding the Center for Car Donations program that was proposed as a fundraising idea at the January 18, 2017 board meeting.
- 2) Debbi reported that she again talked with D.A. Davidson regarding investments. Due to different circumstances, the group that was formed at the January 18, 2017 meeting (Debbi, Lisa, Jennie Stapp and Bruce Newell) to suggest an investment course of action has not yet met. They are still planning to meet. Debbi stressed that regular communications with D.A. Davidson need to occur.

NEW BUSINESS:

- 1) Debbi proposed that a line item be put in the budget for supplies and that she set up an inventory database for them. She explained that keeping track of supplies for events such as the MLA Conference, ASLD Retreat, Offline, etc. would be more efficient. It would give a better accounting of the expenses, what is on hand and make it easier to cost out supplies for each event. Dawn Kingstad made a motion to set up the database, provide a line item in the Executive Director's budget, and move \$500.00 from the savings account to establish the fund. Eileen Wright seconded. The motion unanimously passed.
- 2) Mary Guthmiller asked about creating standardized notifications that need to be sent regarding meetings as per MLA bylaws. She will create drafts of such notifications and send to the Executive Board.
- 3) Mary also asked about having a centralized place for submitting reports. It would make it easier to access all in one folder instead of separate e-mails. Debbi will talk to Stephen Haddad about a designated place on the new website.
- 4) Carmen Clark inquired if there could be an increase in the amount that MLA contributes toward sending Montana librarians to the PNLA Leads institute that's held every two years. She said that the currently budgeted \$500 guarantees that two people from Montana would be eligible and if it was increased to \$1,000, that four people could possibly attend. She was advised to put this increase in the next year's MLA budget request.
- 5) The Awards Committee sent the Executive Board the slate of nominees for this year's MLA awards. The Executive Board approved and recommended the nominations be put to the entire MLA board for:
 - Montana Library Association Champion: Frank Garner
 - Pat Williams Intellectual Freedom Award: Wendy Campbell
 - Sheila Cates Librarian of the Year Award: Paulette Parpart
 - Library of the Year Award: Thompson-Hickman Madison County Library Virginia City
 - Honorary Life Membership: Marilyn Trospen
 - School Administrator of the Year Award: Jeff Bermes
 - Special Friend to Libraries Award: Maggie Davis and Bruce Ennis
 - Outstanding Support Staff of the Year: Tony EdmundsonConor Cote made a motion that we accept the slate of nominations for this year's MLA awards. Carmen Clark seconded. The motion was unanimously approved.
- 6) Lisa reported that there are candidates for all open board positions. They are:
 - Vice President/President elect: Elizabeth Jonkel
 - MPLA Representative: Rachel Rawn, Pam Carlton, and Kris Johnson
 - Director at Large – East: Gavin Woltjer and Vivian SchultzElection ballots will be sent out within two weeks after the conclusion of this year's annual conference. Conor asked if a short bio of each candidate could be included on the ballot.
- 7) Sheila Bonnard sent proposed changes to professional development documents pertaining to updates to the PD chair, PD committee description, and grants guidelines. Eileen Wright made a motion to approve the submitted changes to the professional development committee's documents. Dawn Kingstad seconded. The motion was approved unanimously.
- 8) Lisa briefly went over the agenda for the membership meeting. It was suggested that all reports not be gone over during the board meeting since they are posted online, but instead allocate more time for the proposed resolutions. There are four proposed resolutions that will be put forth to the membership. Diane Van Gorden made a motion that we put forth these resolutions for discussion and vote: support for the preservation of government documents, support for IMLS funding, non-support of Montana "restroom" initiative, and a thank-you to conference planners. Dianne Mattila seconded. The motion was approved. Jim Kammerer and Conor will be recording (video and audio) the membership meeting.
- 9) Debbi gave an update to this year's conference: 299 people registered (36 of those are one-day attendees), all vendor tables (26 total) are full, program selection is good, and said that retirees Renee Goss and Bill Cochran were instrumental in collecting donations. The post-conference survey will focus on questions regarding the conference format, which will be particularly useful to pick future conference sites. Out of concern for conference attendance numbers and MLA membership, it was asked if this survey could be opened up to all to also find out why people did not attend the annual conference. Debbi indicated that staff at both conference hotels – Double Tree and Northern – have been great to work with.
- 10) Lisa announced that the Focus newsletter will be needing one new editor. She asked for any suggestions and said that a message will be sent out via Wired.

- 11) The board will again be having the retreat in June. It will be held at Boulder Hot Springs. It had been scheduled for June 25th and 26th, but many expressed conflict, so have tentatively planned it for June 19th and 20th, pending confirmation of availability from staff at Boulder Hot Springs.
- 12) Debbi announced that by mid-May she will be sending out a message for budget requests.
- 13) Jim Kammerer said that James LaRue from ALA's Office for Intellectual Freedom is putting together a traveling one-day boot camp to promote intellectual freedom. He asked if there was interest in this as well as possible funds for travel expenses and lodging. Debbi suggested that this would be a good MLA conference program proposal.
- 14) There was some discussion regarding committees – who is on them and what are the term limits. Eileen suggested that a list be posted on the MLA website of all committees with names and term expirations. Debbi will send Lisa the list. This will help in keeping abreast of what positions are needed so a message can be sent out asking for volunteers.

The next board meeting will be the annual retreat at Boulder Hot Springs. The dates are tentatively scheduled for June 19th and 20th, pending availability.

Having completed the MLA Conference board meeting agenda, the meeting was adjourned at 3:15 p.m.

Respectfully submitted,

Mary J. Guthmiller
MLA Secretary/Treasurer