



Montana Library Association

From the Mountains to the Prairies

Board Meeting Agenda Russell Board Room, Delta Colonial Inn, Helena April 10, 2019, 1:00-4:00

Board Meeting called to order at 1:03pm.

Board and Committee members: President Elizabeth Jonkel, Executive Director Debbi Kramer, Vice-President/President Elect Mary Anne Hansen, PNLA Rep Corey Fifles, ALA Rep Matt Beckstrom, PLD Vice-Chair Kit Stephenson, Secretary/Treasurer Megan Stark, MPLA Rep Rachel Rawn, Director-at-Large West Kend Mullison, Director-at-Large East Gavin Woltjer, SLD Co-Chair Angela Archuleta; Attending online: PLD Chair Mitch Grady, Past President Lisa Mecklenberg Jackson; ASLD Chair Jerusha Shipstead; guests Government Affairs Chair John Finn, Stephen Haddad

1. Welcome and Introductions
2. Agenda review
3. Approval of February 5, 2019 minutes
Action item: Approval of February 5, 2019 minutes. **Motion to approve by Fifles. Seconded by Woltjer. Unanimously Approved.**
4. Association Reports: Kramer reported that all reports have been received. Jonkel will amend her report to include new policy changes. Jonkel reminded the Board of the utility of having an annual final report for the entire organization rather than maintaining separate reports. This will be the recommendation going forward. Kramer distributed the reports; general summary discussion of the reports by Board members.
 - a. Officers
 - b. Association representatives
 - c. Divisions
 - d. Standing committees
 - e. Interest groups
 - f. Executive Director
5. Committee Updates: Finn sent a letter today with the lobbyist to the governor supporting signing HB-633. Kramer indicated that the Professional Development and Nominating Committees will be asked to complete reports once the conference is concluded. Hansen sent out a request to the chairs to determine ongoing interest in order to seat committee chairs for next year.
6. Handbook: Kramer reminded the Board of the process for revising the Handbook. In May there will be a discussion about the positions and duties (soliciting feedback from those currently in the positions). This will be the focus of the June meeting. Kramer will make changes i.e. award recipients, forms updated for the new year, etc. It is acceptable to recommend no changes. Jonkel reminded the Board of the goal of establishing better succession planning and how this fits into that goal. The elections will be held within two weeks of conference and budget request forms are due May 15 in order to set the budget at the June meeting (14-15, Canyon Ferry).
7. Administrative issues
 - a. Budget discussion (Debbi): Jonkel created a new form that includes information from the previous year, the current year, and a justification for the request. These will be distributed at the beginning of May and due mid-month. The Budget Committee will then compile the requests into a budget and the Board will review and recommend approval. Kramer reminded the Board how the lobbyist contracts were integrated into the budget this year and will share that with Board members interested upon request. Stark will also receive a copy.
8. MLA conferences and events

- a. 2019 Conference update (Debbi): 252 registered attendees; 10 unregistered speakers (individuals not with the library community are exempt from registering); 19 registered exhibitors. The total attendance is 281, which is an increase from last year. Total revenue will be close to \$57,000. Kramer shared a summary of sponsor contributions to the conference events, including Northwestern Energy and Fish, Wildlife and Parks. 42 workshops will be presented, for a total of 18 OPI/CE credits. Special thanks to Stephan Licitra and Mary Ann George for conference planning. There is still a need for planners for the next conference, which is slated for April 1-4, 2020 at the Holiday Inn Downtown.
- b. 2022 MLA/MPLA joint conference (Rachel): Kramer recommended speaking to sales director at the DoubleTree in Billings to gauge willingness to move MLA 2021 conference to MLA/MPLA 2022, and move 2021 MLA Conference to Butte Copper King. Ease of flights is a major reason for this recommendation. **Motion to allow Kramer to pursue this recommendation by Rawn. Seconded by Woltjer. Unanimously approved.**

Other events business

- a. MLA Award Winners
Action item: Approval of MLA Award Winners:
Honorary Life Membership: Rita Kroon Presenter: Kerri Cobb
Honorary Life Membership: Kathy Mora(not able to attend) Presenter: John Finn
Jane Lopp Trustee of the Year: Jane Hamman Presenter: Commissioner Bob Mullen
Library Program of the Year: Memory Cafe Program, Missoula Public Library Presenter: Marjorie Doyle
Outstanding Support Staff of the Year: Robert Mueller Presenter: Marjorie Doyle
Pat Williams Intellectual Freedom Award: MSU Bozeman Renne Library Presenter: Gavin Woltjer
School Library Program of the Year: Baker Public Schools, Diane Van Gorden Presenter: Sheila Cates Librarian of the Year Award: Carly Delsigne Presenter: Jodi Smiley
Motion made to approve by Beckstrom. Seconded by Woltjer. Unaminously approved.
 - b. Candidates for MLA Board (Lisa): Candidates presented: Woltjer, president-elect; Beckstrom ALA rep; Carmen Clark director-at-large east. Board approved via consensus. Next year will need MPLA rep, Secretary-Treasurer, President-elect, director-at-large west. Kramer reiterated that the president can also serve as a committee chair.
 - c. Member Meeting Agenda review: Jonkel summarized the member meeting agenda and updates were made.
9. Miscellaneous topics
- a. Executive Director/Conference Planner contracts: Discussed in executive session. Kramer will be awarded an annual contract at a reduced rate with understanding that the Board will further explore options with external vendors and the options they afford. The Board discussed a document retention schedule and the need for storage for materials like easels, etc. Kramer will retain some materials and equipment. Woltjer will provide space for storage if needed.
 - b. Star Chapter: The Board will continue to discuss this option in June.
10. Wrap up
- a. Next meeting: June 14-15, 2019 at the Montana Learning Center near Helena.
 - b. Final comments: MPLA is doing a membership drive and Montana membership is low.

Meeting adjourned at 3:23 PM.

Submitted by Megan Stark