

MLA BOARD REPORT CHECKLIST, 2009

<i>Reports due to Secretary and Executive Director 10 days prior to meeting dates</i>	Page #	Mar 6	May 1	July 24	Sep 11	Nov 13
Executive Committee						
President	1	√	√			
President-Elect	2	√	√			
Treasurer	3	√	√			
Secretary	4	√	√			
Past-President	5	√				
Executive Board						
Member-At-Large, Howard	6	√	√			
Member-At-Large, Miller	7	√	√			
ALA Councilor	8	√	√			
MACRL	9	√	√			
PLD	10	√	√			
SLD	11	√	√			
Trustee and Friends	12	√				
YSD	13		√			
Executive Director	14	√	√			
Standing Committees						
AD Hoc/Special Standing	15					
Archivist	16					
Awards	17	√	√			
Budget & Finance	18					
Bylaws & Handbook	19	√	√			
Conference-2010	20					
Conference-2009	21	√	√			
Continuing Education	22					
Intellectual Freedom	23					
Legislative	24	√	√			
Long Range Planning	25	√	√			
Membership	26	√	√			
Nominating	27	√				
Public Relations	28	√	√			
Publications	29	√	√			
Site Selection	30					
Webmaster	31					
Special Interest Groups						
CSRT	32	√	√			
CIRCILL	33	√	√			
CIT	34					
Gene	35					
Gov Docs	36	√	√			
Outreach	37	√	√			
PEER	38					
RIS	39	√	√			
Support Staff	40					
Tech Services	41	√	√			
YASIG	42	√				

Stakeholders/Guests							
DOLL		43					
KCMLIN		44					
MASL		45					
MLNC		46					
MOBIUS		47					
MOREnet		48					
MOSL		49					
MPLD		50		√			
SISLT		51					
Beta Phi Mu		52					

MISSOURI LIBRARY ASSOCIATION
Board Report

Unit/Stakeholder Page Number:	1
Unit/Stakeholder Name:	President
Unit/Stakeholder Representative Name:	Kimberlee Ried
MLA Board Meeting Date:	May 1, 2009

I. Information Items

Sat in on the ARR Act teleconference call on March 12. Reported the call details to the MLA board.

Completed two more committee appointments to the Long Range Planning Committee. Also appointed Carolyn Crittendon as the 2010 MLA Conference Coordinator. The conference will be held at the Lake of the Ozarks, Lodge at the Four Seasons.

Agreed to give MOBIUS a free MLA conference registration as a giveaway prize at their upcoming conference.

Attended the conference planning meeting held via videoconference in March at the UMKC site.

Submitted March and May *MO INFO* pieces, along with monthly listserv messages sent out in March and April. Sent a communication to all the March *MO INFO* contributors thanking them for their writings.

Submitted a letter to the editor for printing in *The Kansas City Star*, letter was printed Friday April 17, 2009 – topic was in regards to National Library Week.

Attended site selection meetings in Kansas City to review properties for the 2011 MLA conference, to be held in KC.

Held an executive board telecom to discuss feedback from the February 2008 DOLL meeting. Meeting minutes are in the May board packet. The group decided that a staff evaluation would be done for the executive director before the July board meeting. And that an ad-hoc/taskforce committee should be formed to examine long range/strategic planning and possible re-organization/restructuring of MLA.

Attended the MASL Board of Directors meeting, held Saturday April 18, 2009 at the Lake of the Ozarks.

Working on scheduling a telecon with the NLLD team that will be traveling to Washington DC to represent MLA in May.

II. Discussion Items

Ad-hoc/Taskforce to discuss MLA re-organization/restructuring.

Annual report task to be discussed and delegated to Budget/Finance Committee.

Terry Ward project.

III. Action Items

None.

MISSOURI LIBRARY ASSOCIATION
Board Report

Unit/Stakeholder Page Number:	2
Unit/Stakeholder Name:	President-Elect
Unit/Stakeholder Representative Name:	Sharon McCaslin
MLA Board Meeting Date:	May 1, 2009

I. Information Items

- Attended (via video) 2009 Conference stakeholder's meeting on March 19.
- Lunch meeting with Wiki Sleight in St. Louis to discuss continuity in MLA on March 20.
- Joined Site Selection (2011) Committee in Kansas City, April 9 and 10.
- Will meet with the Long Range Planning Committee on April 17 in Columbia.
- Will join Executive Board conference call April 22 or 23.
- Will join Karen Horny for dinner in Springfield to discuss continuity in MLA on April 30.
- Requested second meeting with DOLL to request support for MLA.
- Requested space in the MPLD June 4 meeting in St. Joseph to discuss MLA issues.

II. Discussion Items

1. Budget Issues (may be postponed for Treasurer's Report)

- Size of Reserves
- Current size of budget shortfall in membership, compared to last year
- Contingency plans for a year of possibly reduced budget
- Options for cost cutting next year

2. January (2010) Board Retreat

- Pricing (\$924 for 14 people, overnight plus 3 meals; \$378 for 28 additional people, meeting room plus lunch). That's \$1300 plus materials, or \$1500.
- Preference for Thursday/Friday, Friday/Saturday, or Sunday/Monday?
- Probable weekend of January 7 – 11(Snow date of January 21-25?)

III. Action Items

None, unless the budget requires something.

MISSOURI LIBRARY ASSOCIATION
Board Report

Unit/Stakeholder Page Number:	3
Unit/Stakeholder Name:	Treasurer
Unit/Stakeholder Representative Name:	Tony Garrett
MLA Board Meeting Date:	May 1, 2009

I. Information Items

- I am still very busy learning about the position and have a great committee that is assisting me with learning the position because of their great questions.
- February and March financial review and account reconciliation meetings with Executive Director
- 2008 Financial Review initiated. Report delivery anticipated in advance of July Board Meeting.
- I am going to try to meet with the Budget & Finance Committee in Columbia for the June reconciliation meeting with the Executive Director. I am still working on the details. This will allow them to see the entire process.
- I have started a rough draft of the FY10 Budget

II. Discussion Items

- 2.28.09 FY09 Revenue and Expense Statement, Budget v Actual
- 2009 Leadership Orientation Budget-Final
- 2009 Missouri Library Advocacy Day Budget-Final
- Discuss changing the Bylaws concerning the monthly reconciliation meeting with the Executive Director

III. Action Items

MISSOURI LIBRARY ASSOCIATION
Board Report

Unit/Stakeholder Page Number:	4
Unit/Stakeholder Name:	Secretary
Unit/Stakeholder Representative Name:	Frances Piesbergen
MLA Board Meeting Date:	5-1-09

I. Information Items

none

II. Discussion Items

III. Action Items

Approval of Minutes from 3.6.09 Board Meeting.
Approval of Minutes from 4.22.09 Special Board Meeting.

MISSOURI LIBRARY ASSOCIATION
Board Report

Unit/Stakeholder Page Number:	6
Unit/Stakeholder Name:	Member-At-Large
Unit/Stakeholder Representative Name:	Sarah Howard
MLA Board Meeting Date:	May 1, 2009

I. Information Items:

- Submitted short information piece to Mo-Info listing which MAL is assigned to which SIG and division
- Subscribed to all assigned SIGS and division listservs
- Sent and introductory email to all chairpersons of assigned SIGS and divisions
- Attended MLA leadership retreat in January
- Attended Chapter Leaders Orientation at ALA pre-conference in Denver
- Attended first conference planning meeting.

MISSOURI LIBRARY ASSOCIATION
Board Report

Unit/Stakeholder Page Number:	7
Unit/Stakeholder Name:	Member-At-Large
Unit/Stakeholder Representative Name:	Marty Miller
MLA Board Meeting Date:	May 1 st , 2009

I. Information Items:

MACRL will be co-sponsoring 7 programs with PLD at the 2009 MLA conference.

I have not yet been able to make contact with Dick Wilding at Mid-Continent. Will continue to try and do so in May.

II. Discussion Items

None.

III. Action Items

None.

MISSOURI LIBRARY ASSOCIATION
Board Report

Unit/Stakeholder Page Number:	8
Unit/Stakeholder Name:	ALA Councilor
Unit/Stakeholder Representative Name:	Pam Klipsch
MLA Board Meeting Date:	May 1, 2009

I. Information Items

Submitted proposal for program at MLA Conference in Columbia on Friday, October 9, 2009. Melanie Anderson, Associate Director, Office of Government Relations, ALA Washington Office, will be the featured speaker. The title of the program will be: "Washington Briefing Session --- What's In It For Your Library?" The program will consist of an overview with Q&A on federal legislation and programs available to assist libraries: ARRA, LSTA and FY2010 Budget; what libraries can do to get their message to Congress and the Administration.

I have also agreed to sponsor an ALA focus group at conference to solicit ideas for the next ALA strategic long range plan. The focus group will be facilitated by Dr. Camila Alire, ALA President Elect (by October she'll be into her presidential year). Camila will also be a keynote speaker at the conference. June and Judy are in touch with Camila to work out the details and logistics.

I participated in an Executive Board conference call on April 22, and submitted an article for the May issue of MO INFO.

II. Discussion Items

Nothing.

III. Action Items

I'm sure you are all aware of the death of Judith Krug on April 11th. Judith has been a treasured friend and mentor to me throughout my career as a librarian. Her impact on our profession has been profound.

I have prepared the following memorial resolution and would ask the board to approve this so that I can take it to ALA Annual in Chicago. I have contacted the other ALA chapter councilors and asked each of them to ask their boards to approve a similar resolution to bring to Council.

It is the custom at the final session of ALA Council to begin with the adoption of Memorial Resolutions for any persons significant to our profession, who have died since the previous conference. A copy of the resolution is then sent to the immediate family of the deceased. There will be a Council Memorial Resolution for Judith, but what I have proposed is that in addition to that ALA Resolution, it would be an extraordinary gesture befitting an extraordinary individual if every state library association also sent its own memorial tribute for Judy. (copy attached to e-mail).

I therefore move adoption of the following:

Resolution Honoring Judith F. Krug (1940-2009)

Whereas Judith F. Krug was the public face of our profession's every effort to preserve, protect and defend the First Amendment right to freedom of expression and the corollary right to receive ideas, information and images so essential to the functioning of a free and democratic society throughout her long and distinguished tenure as director of the Office for Intellectual Freedom of the American Library Association since 1967 and as director of the Freedom to Read Foundation since 1969; and

Whereas Judith F. Krug also served as chair of the Board of Directors of the Center for Democracy and Technology, as chair of the Media Coalition, as vice-chair of the Internet Education Foundation, and as a member of the Advisory Board of GetNetWise, and also served on the Board of Directors of the Fund for Free Expression, the Board of Directors of the Illinois Division of the American Civil Liberties Union, as a member of the American Bar Association's Commission on Public Understanding About the Law, and as a member of the Advisory Council of the Illinois State Justice Commission; and

Whereas Judith F. Krug's efforts on behalf of librarianship and freedom of expression and the right to receive expression were recognized repeatedly throughout her career, including the Irita Van Doren Award from the American Booksellers Association, the Harry Kalvern Freedom of Expression Award from the American Civil Liberties Union, the Robert B. Downs Award from the Graduate School of Library and Information Science at the University of Illinois, the Carl Sandburg Freedom to Read Award presented by the Friends of the Chicago Public Library, the Open Book Award and the President's Award from the Minnesota Civil Liberties Union, the Intellectual Freedom Award of the Illinois Library Association, the Ohio Educational Library Media Association/SIRS Award for Intellectual Freedom, the Freedom to Read Foundation Roll of Honor Award, the Joseph W. Lippincott Award of the American Library Association, an honorary doctorate from the University of Illinois at Urbana-Champaign, and, most recently, the William J. Brennan Jr. Award from the Thomas Jefferson Center for the Protection of Freedom of Expression; and

Whereas Judith F. Krug provided practical assistance and unstinting support to thousands of librarians, library workers and library trustees throughout the United States striving to fulfill their ethical obligation and public trust to preserve the complete record of human expression and to provide free and unbiased access for all to the full range of ideas, information and images; and

Whereas Judith F. Krug was an indefatigable champion of libraries and librarianship and a steadfast advocate for First Amendment rights for all people; and

Whereas Judith F. Krug was a trusted colleague and a cherished friend and mentor to so many in the library community and beyond who learned their principles and commitment from her example; therefore be it

Resolved: that the Executive Board on behalf of the Membership of the Missouri Library Association salutes the life and legacy of our champion, friend and mentor, Judith F. Krug; and be it further

Resolved: that the Executive Board on behalf of the Membership of the Missouri Library Association extends its deepest sympathy to the family of Judith F. Krug on the loss of their beloved wife, mother, grandmother and sister; and be it further

Resolved: that the Executive Board on behalf of the Membership of the Missouri Library Association bestows Honorary Membership in the Missouri Library Association upon Judith F. Krug in gratitude and appreciation for her dedication and commitment to libraries, librarianship, and the First Amendment rights of all people.

Unanimously approved by the Executive Board of the Missouri Library Association, May 1, 2009.

Kimberlee Ried, President
Sharon McCaslin, President-Elect
Karen Hayden, Past-President
Frances Piesbergen, Secretary
Tony Garrett, Treasurer
Marty Miller, Member-at-Large
Sarah Howard, Member-at-Large

Courtney Milnar, MACRL Division Chair
Mary Beth Revels, Public Libraries Division Chair
Cindi Ernst, Special Libraries Division Chair
Terri Brunner, Trustees and Friends Division Chair
Crystal Faris, Youth Services Division Chair
Pamela Klipsch, ALA Chapter Councilor

MISSOURI LIBRARY ASSOCIATION
Board Report

Unit/Stakeholder Page Number:	9
Unit/Stakeholder Name:	MACRL
Unit/Stakeholder Representative Name:	Jodie Borgerding
MLA Board Meeting Date:	May 1, 2009

I. Information Items

- Submitted changes to MACRL website to the Webmaster.
- We are excited to announce that MACRL will be co-sponsoring multiple sessions with the Public Libraries Division to present more programs at the annual conference which appeal to most librarians. MACRL is also co-sponsoring programs with RISSIG, CITSIG, and the Public Relations Committee.

II. Discussion Items

None at this time

III. Action Items

None at this time

MISSOURI LIBRARY ASSOCIATION
Board Report

Unit/Stakeholder Page Number:	10
Unit/Stakeholder Name:	Public Libraries Division
Unit/Stakeholder Representative Name:	Mary Beth Revels
MLA Board Meeting Date:	May 1, 2009

I. Information Items

Four program proposals were submitted for the MLA Conference on behalf of PLD. We co-sponsored 8 additional program proposals, 7 of them with MACRL.

II. Discussion Items

N/A

III. Action Items

N/A

MISSOURI LIBRARY ASSOCIATION
Board Report

Unit/Stakeholder Page Number:	11
Unit/Stakeholder Name:	Special Libraries Division
Unit/Stakeholder Representative Name:	Cindi Ernst-Chair
MLA Board Meeting Date:	May 1, 2009

I. Information Items

On March 12, 2009, the three officers of SLD: Cindi Ernst, Kathy Cosgrove, and Julia Seiter conducted a conference call to discuss the following items: proposing speakers for the 2009 Annual Conference, preparing a SLD Survey with the objective to help SLD leaders plan programming and activities that all will benefit from, remind members to renew their annual membership and the possibility of social networking and exchange of educational resources between SLA (Heart of America and Metro St. Louis) and MLA SLD.

April 9, 2009, a conference call was conducted with the three SLD officers to finalize our plans to submit our proposals of possible speakers for the 2009 Annual Conference by the April 10th deadline. Julia will prepare our SLD Survey and send it out using Survey Monkey to SLD members. The results from this survey will be published in an upcoming issue of MO INFO. Discussion also revolved around sponsoring educational work shops this summer with the purpose of promoting unique information to benefit Special Libraries.

II. Discussion Items

None

III. Action Items

None

MISSOURI LIBRARY ASSOCIATION
Board Report

Unit/Stakeholder Page Number:	13
Unit/Stakeholder Name:	Youth Services Division
Unit/Stakeholder Representative Name:	Crystal Faris
MLA Board Meeting Date:	May 1, 2009

I. Information Items

Clarifications were made regarding the new MLA award for youth services, The Show Me Youth Services Award. Email discussion also took place regarding a division meeting time at the MLA Conference and whether a program request form needed to be completed to reserve a time.

II. Discussion Items

None at this time.

III. Action Items

None at this time.

**MISSOURI LIBRARY ASSOCIATION
Board Report**

Unit/Stakeholder Page Number:	14
Unit/Stakeholder Name:	Executive Director
Unit/Stakeholder Representative Name:	Margaret Booker, Executive Director
MLA Board Meeting Date:	5.1.09

I. Information Items

- Executive Board Support:
 - Proofread March and April board meeting minutes in support of Secretary.
 - 4.13.09 Begin oversight of 5.1.09 Executive Board Meeting preparations – board report template updated and invitation reminder message sent to MLA leaders and organizational stakeholders.
 - Advised board action on MOBIUS Crossroads Task Force participation
 - 4.22.09 Special Board Meeting attendance and support.
- Presidential Support:
 - Provided President's Ried and McCaslin with site selection history.
- 2009 Conference Support:
 - Solicited and reserved 5.20.09 conference planning meeting videoconference sites.
 - 4.2.09 meeting with Conference Coordinators.
 - Hosted 3.19.09 Conference Planning Meeting and provided planner and process orientation along with Conference Coordinators.
 - 4.13.09 Holiday Inn visit with Conference Coordinators, CAC Chairs, and Hospitality Chair
 - Provided recommendations and oversight to unit leaders and conference planners regarding program and event requests, budgeting, and program approval process.
 - Recruited MASL membership attendance at 2009 MLA Conference via MASL trade show handouts
 - Processed MOBIUS conference planner request for 2009 MLA conference registration giveaway.
- 2011 Conference Support:
 - Secured pre-visit site proposals from Experient Representative Claudia Aubuchon.
 - Designed site visit schedule with Ms. Aubuchon and KC Convention and Visitors Association Representative Crystal Roberts.
 - Participated in 4.9 and 10 KCMO site visits.
 - Following recommendation of Site Selection Committee, released Downtown Marriott and Park Place/Business and Technology Center from consideration.
- 2009 MO LAD:
 - Prepared and distributed final budget.
- Budget and Finance Support:
 - Completed March, April and May payroll, federal and state tax withholding, rent, insurance, and monthly expense payment, along with quarterly tax report submissions.
 - Completed February and March account reconciliation and financial statement production. 4.2.09 account oversight review meeting with Treasurer Tony Garrett.
 - Collected and delivered executed Financial Review Services Agreement and documents required for 2008 review.
 - Registered self and Treasurer attend teleconference titled "Creating Investment Policies for Your Nonprofit: Risk Tolerance, Reserve Fund and Portfolio Management Capacity" in May.
- 2009 Membership recruitment and renewal.
 - 3.23.09 lapsed 2008 member renewal mailing.
- Secretary of State's Council on Library Development:
 - Attended 3.20.09 Meeting in Jefferson City.
- *MO INFO* May deadline oversight, editing, and production and correspondent advice:
 - PEER SIG article ideas shared with steering committee.
 - CIRCILL SIG article ideas shared with chair.
 - Advertising sales.
- Jobline advertising program management and ad sales.
- Provided 2009 Emerging Leader timeline advice to PEER SIG Chair.

- Long Range Planning Committee – attended 4.17.09 and contributed MLA and planning history and project recommendations.
- Building Block Committee:
 - 2009 activity sheet production
 - Contracted and worked 3.12.09 DESE Conference on the Young Years Trade Show
 - Contracted and worked 4.09 MASL Trade Show.
- Finalized 2009 Leader Orientation Retreat Budget.
- Interviewed by MO Associated Press Reporter for Consumer Protection Act story.
- Represented MLA interests in regard to ReadMOre; shared lunch with 2009 ReadMOre Author Jane Smiley, ReadMOre Committee Representative Karen Robinson, and SISLT Professors Denise Adkins and Kim Thompson.
- Received and forwarded MOBIUS reply to President's stakeholder correspondence.
- Recruited new members of those full-time new hires listed in St. Louis County and Springfield-Greene County Library District newsletters
- Managed MOREnet e-mail and web page server migration. Still to come is a change in administrative e-mail and additional e-mail opportunities
- Provided updated member lists to various unit chairs.
- Conducted 3.17.09 and 4.28.09 administrative assistant interviews and posted part-time, permanent administrative assistant opening on MLA Jobline.
- Collected as yet un-submitted, approved Minutes from 2007 and 2008
- 2009 NLLD:
 - Attended 4.7.09 planner webinar.
 - Received and submitted delegation registration packet and advised delegation of event activities.
- 2009 ALA Annual Conference Chicago:
 - Advised Chapter Leaders Orientation planners of recommended topics and topic rotation for the next few years' workshops, including professional speaker contacts and workshop structure.
 - Planning MLA@ALA Happy Hour at Westin North River, 7.10.09, 5:30 to 6:30 pm.
- 4.18.09 MASL Executive Board Meeting, shared the following:
 - Inquired about MASL's MLA conference session sponsorship, including Mark Twain, Truman, Gateway, and Archway Award session.
 - Announced MLA's MLA@ALA Chicago Happy Hour.
 - Reminded attendees about 2009 NLLD and MASL Representative Marianne Fues' participation.
 - MASL has set Executive Board Meeting dates through June 2010:
 - Saturday, 8.8.09
 - Friday, 10.9.09
 - Saturday, 2.6.10
 - Saturday, 4.17.10
 - MASL has hired the services of a new management company, Penman & Winton Consulting of Jefferson City and approved a budget of \$85,600 for their services.
 - Additional 2010 contracted services of note are:
 - Bank charges/credit card fees (merchant services) of \$4,500,
 - Website management fees of \$1,800, and
 - Lobbyist fees of \$7,350.
 - MASL is in the early stages of shopping web based services.

II. Discussion Items

None.

III. Action Items

None.

MISSOURI LIBRARY ASSOCIATION
Board Report

Unit/Stakeholder Page Number:	17
Unit/Stakeholder Name:	Awards Committee
Unit/Stakeholder Representative Name:	Barbara Brain, Chair
MLA Board Meeting Date:	1 May 2009

I. Information Items

An article was submitted for the May issue of *MO INFO* detailing the available awards and urging members to submit nominations. I communicated with Amy Davis about an online submission form to facilitate the nominations process. This is an idea that had been suggested by the Awards Committee late last year. It is in process and we hope that it will be ready for this year's nomination cycle.

We identified a speaker for this year's Awards Banquet, St. Louis mystery writer, Sue McBride. A Conference Program/Event request form was submitted to the Conference Coordinators last week with this information.

II. Discussion Items

NA.

III. Action Items

NA

MISSOURI LIBRARY ASSOCIATION
Board Report

Unit/Stakeholder Page Number:	19
Unit/Stakeholder Name:	Bylaws & Handbook
Unit/Stakeholder Representative Name:	Karen Hayden
MLA Board Meeting Date:	May 1, 2009

I. Information Items

The Bylaws & Handbook Committee has received revised handbook bylaws from CIT SIG.

II. Discussion Items

III. Action Items

Approval of CIT SIG Bylaws/

Computer and Information Technology Special Interest Group Bylaws

ARTICLE I - Name

The name of this organization shall be the Computer and Information Technology SIG referred to hereafter as CIT SIG. CIT SIG is a special interest group of the Missouri Library Association, referred to hereafter as (MLA).

ARTICLE II – Mission

The mission of the Computer & Information Technology Special Interest Group is to promote practical application of new technology and tools, to educate and inform librarians and libraries, and to provide better service to our library users.

ARTICLE III – Membership

Members shall be those who have paid the yearly MLA dues and have selected CIT SIG in the Special Interest Group section of the MLA membership application. Membership shall be open to those members of MLA who have an interest in technology in libraries.

ARTICLE IV - Steering Committee

Section A - The Steering Committee shall be composed of four officers elected by the membership of the SIG: Past-Chair, Chair, Vice-Chair, and Recorder.

Section B - One Steering Committee officer shall be elected at each annual meeting and shall serve a four year term of office in the following progression:

1. First year: Serve as Recorder.
2. Second year: Serve as Vice-Chair.
3. Third year: Serve as Chair.
4. Fourth year: Serve as Past-Chair providing guidance, support, and organizational memory.

Section C - Duties of the officers are as follows:

1. The Chair shall preside at all meetings of the Steering Committee and the SIG as a whole. The Chair shall plan, with the help of the Steering Committee, SIG programs and activities.

The Chair shall attend all MLA Executive Board meetings, as a non-voting member. If he/she can not attend a meeting they shall designate a Steering Committee member to represent them.

At the final Executive Board meeting the Chair is responsible for providing copies of required archival materials to the Executive Director for archiving. The Chair is also responsible for providing the Vice-Chair with the documents necessary for them to function as the SIG's Chair.

The Chair shall attend all conference planning meetings or designate a representative to attend.

2. The Vice-Chair shall preside in the absence of the Chair and shall assist with the planning of SIG programs and activities.

The Vice-Chair is required to attend the final Executive Board meeting with the Chair. This meeting will be an orientation meeting for incoming Chairs and important material will be distributed.

3. The Recorder shall record all official actions of the SIG, shall keep minutes of all meetings, and shall forward a copy of all meeting minutes to the Executive Director of MLA for archival purposes.
4. The Past-Chair will act as a liaison and guide for the SIG by providing guidance, support, and organizational memory.

Section D - Officers shall serve from January 1 to December 31 of the year after they are elected at the annual business meeting of the SIG.

Section E – Vacancies in elective positions shall be filled as follows:

1. The office of Chair shall be filled by the Vice-Chair for the remainder of the term. This succession shall not prevent the person who succeeds to the office of the Chair from serving a normal term as Chair the next year as provided by Article IV, Section B.
2. A vacancy in the office of Vice-Chair shall be filled by the Recorder.
3. A new Recorder shall be appointed by the Steering Committee to serve until the next annual business meeting at which an election is held.
4. If a vacancy occurs in the SIG and there are no other officers, the President of MLA shall secure an individual to fulfill the term of office until the next Annual Meeting at which time the members of the SIG shall select new officers.

Section F - Removal from elective position

Should a SIG officer demonstrate a pattern of failure to perform all the duties of an office, notification shall be given to the MLA President. The President, with the Executive Committee, shall investigate and, if appropriate, appoint a replacement until the next Annual meeting at which an election is held.

ARTICLE V - Nominations and Elections

Section A - Nominations are open to all members of the SIG.

Section B - On assuming office, the Chair of the SIG shall appoint a nominating committee of three members who represent varied groups, geographical areas, and interests.

Section C - The nominating committee shall present nominations each year for a Recorder to serve a three year term on the Steering Committee. If other vacancies exist the Committee will also submit names for those positions. The committee shall notify the membership of its nominations including a brief biographical sketch at least thirty days in advance of the regular annual SIG meeting. For regular elections, thirty days notice will be given. For special elections, the Steering Committee will give as much notice as is practical.

Section D - Elections shall be by written ballot at the annual meeting. Additional candidates may be added to the ballot by a nomination from the floor. Special elections shall be by written ballot or by e-mail, whichever the Steering Committee determines is most expedient.

ARTICLE VI - Meetings

Section A - The SIG shall hold meetings as appropriate during the year. At least one of these meetings, to be called the annual business meeting, shall be held in conjunction with the annual conference of MLA. Other meetings shall be held at a time and place to be set by the Steering Committee.

Section B - Regular meetings of the Steering Committee shall be held as needed to conduct the business of the SIG. These meetings may be conducted via teleconference or e-mail. A majority of the Steering Committee shall constitute a quorum.

Section C - Notice of all meetings shall be given to the MLA President-Elect and the two Members At Large so that they may attend.

Section D - Notice of all meetings shall be submitted to the MLA webmaster for posting on MLA's web-based calendar.

ARTICLE VII – Goals

Section A – The SIG shall annually present its goals and a timetable for accomplishing those goals for approval by the Executive Board.

Section B - The SIG shall sponsor a program at the MLA Annual Conference every year. The program may be co-sponsored with other MLA SIGs, Divisions or Committees.

Section C - The Steering Committee shall develop programs and activities that further

the objectives of the SIG as stated in Article III of these Bylaws. They will strive to develop opportunities for programs and activities outside of the annual MLA conference.

ARTICLE VIII – Annual Report

Section A - The Steering Committee shall submit a written annual report to the MLA Executive Director as soon as possible and no later than thirty days after the annual business meeting. This report shall contain information concerning progress toward achieving the SIGs goals, modification to the goals in light of progress, future objectives, and any additional information requested by the MLA Executive Board. The report will be published in **MO INFO** and a hard copy retained for archival purposes.

Section B - The Chair may wish to present an oral annual report at the MLA Annual Membership Meeting if the SIG has significant information to impart to the entire MLA membership.

ARTICLE IX – Committees and Task Forces

Section A - The Chair shall appoint committees and task forces as needed, subject to the approval of the Steering Committee.

Section B - Members interested in particular issues within the SIG shall be encouraged to organize and meet regularly for the purpose of working together on those particular issues. The Steering Committee shall approve the formation of these smaller committees or task forces and a member of the Steering Committee shall serve as a liaison to these groups.

ARTICLE X – Financial Support

Section A - The SIG is eligible for financial support as provided by MLA Bylaws, Article IV, Section 4.

Section B - The Steering Committee, in planning SIG programs and activities, will prepare the proper paperwork needed to obtain the appropriate MLA funding.

ARTICLE XI - Archival Material Submission

Section A - The SIG Chair and/or Recorder shall submit to the Executive Director copies of all required information for archival purposes. The material must be submitted in written form.

Section B - The information submitted shall include copies of at least the following:

1. Bylaws-If there have been any changes made during the year.
2. Correspondence
3. Membership list
4. Minutes of meetings
5. Conference materials

ARTICLE XII - Review and Dissolution

Section A – The Executive Board shall review its endorsement of this SIG annually on the basis of the SIG's annual report. This review shall be conducted as a point of business at the final

Executive Board meeting. If the Executive Board determines that the SIG is not adequately contributing to the mission and goals of the Association, the Chair of the SIG shall give cause at the next Executive Board meeting why the SIG should continue to be recognized. The Board shall determine at that meeting whether to withdraw its recognition of the SIG. Upon petition by at least 40 members of the Association, the decision of the Board may be appealed to the general membership at the next Annual Business Meeting.

Section B - The SIG may choose to dissolve itself by its own initiative with a majority vote of the existing SIG members. Notice of the SIG's vote for dissolution shall be sent to the Executive Board.

Section C - An inactive group may re-activate by meeting the criteria for formation as given in Article IV, Sections 1 and 2 of the MLA Bylaws and Section 5.1.1 of the MLA Handbook.

ARTICLE XIII - Amendments to the Bylaws

Section A - Bylaws for the SIG may be adopted, suspended, and amended at any regular meeting of the SIG by a two-thirds vote of the members present provided amendments have been submitted at the previous regular meeting or by regular mail or e-mail thirty days in advance of the next regular meeting. The Bylaws may also be adopted, suspended, and amended by a regular mail or e-mail ballot of the SIG by a two-thirds vote of the returned ballots provided the closing date of the ballot is at least sixty days after the date the ballots were mailed.

Section B - Any SIG Bylaws adopted, suspended, or amended must then be submitted to the MLA Bylaws/Handbook Committee for review and approval. Once the Committee has approved them, the Chair of the Committee Presents them to the Executive Board for approval.

Adopted: October 3, 2008

MISSOURI LIBRARY ASSOCIATION
Board Report

Unit/Stakeholder Page Number:	21
Unit/Stakeholder Name:	2009 Conference Coordinators
Unit/Stakeholder Representative Name:	June DeWeese and Judy Siebert Maseles
MLA Board Meeting Date:	May 1, 2009

I. Information Items

Program proposals and pre-conference proposals for the 2009 Conference have been received and the coordinators are clarifying travel and cost issues and other topics with the sponsors. There are an outstanding number of presentations on diverse topics that will give attendees a wide range of professional development opportunities.

We have invited two key note speakers, Camila Alire, President of ALA (at that time), and Steve Weinberg, a professor in the MU School of Journalism who will speak on the topic of the Missouri Innocence Project and the important role of investigative reporting.

The Coordinators, Margaret Booker, the Conference Arrangements Chairs and a member of the Hospitality Committee met with a hotel staff person to look at the meeting room arrangement and discuss various topics.

We plan to have a "green" conference this year and are working with the hotel to see what green practices they already have in place and if we can work with them to implement others. The MLA membership will be invited to actively participate in several ways.

We have created a blog for the 2009 Conference and hope to have it linked from the MLA website soon.
<http://mlaconference.wordpress.com/>

Everything is moving according to schedule.

II. Discussion Items

III. Action Items

Because of the timing of the May board meeting, we are asking that the Board permit us to submit both the budget and the program for an online vote.

MISSOURI LIBRARY ASSOCIATION
Board Report

Unit/Stakeholder Page Number:	24
Unit/Stakeholder Name:	Legislative
Unit/Stakeholder Representative Name:	Kimberlee Ried
MLA Board Meeting Date:	May 1, 2009

I. Information Items

MLA Legislative Advocate Randy Scherr continues to keep the committee and board informed and updated on bills currently under consideration in the Missouri house and senate. The hotbills update is posted frequently.

Legislative advocate Scherr was invited and presented information on the importance of advocacy at the March MLA Executive Board meeting.

The committee has continued communications with the Missouri state library and others in regards to economic stimulus (ARR) act.

The March MO INFO submission was completed by committee members Michaela Hansen and Christa VanHerweghe – they reported on the success of LAD.

The interim committee chair has submitted two MLA conference proposal sessions. One with Randy Scherr and a second one with Terry Ward on TIFs.

II. Discussion Items

None

III. Action Items

None.

MISSOURI LIBRARY ASSOCIATION
Board Report

Unit/Stakeholder Page Number:	25
Unit/Stakeholder Name:	Long Range Planning Committee
Unit/Stakeholder Representative Name:	Karen Hayden
MLA Board Meeting Date:	May 5, 2009

I. Information Items

The Long Range Planning Committee met on April 17, 2009 at MLA headquarters.

II. Discussion Items

MLA User Survey

The Long Range Planning Committee met on April 17th at MLA headquarters to discuss the findings from the online user survey that was conducted at the beginning of the year. The committee was very pleased with the results of the survey and feel that it will be very helpful as MLA serves all Missouri librarians.

When asked what MLA function was most important to librarians, 41.9% felt that advocacy was most important but professional development and annual conference were also very important with 28.7% and 28.8% rating for those activities. The committee felt that professional development and the annual conference go hand-in-hand and are very important to our members.

The committee looked at the comments made by participants very closely and categorized the comments into general headings. Major concerns of the members included: responsiveness to membership/business process, funding/budget, communication, transparency, advocacy, meetings/conference, benefits, and education. Under "responsiveness to membership/business process" were concerns of transparency, election of officers/benefits of being an officer, communication, membership involvement, and reaching out to all library and librarian types to increase membership. Concerning funding/budget members indicated that they were interested in incentives for small libraries to attend conference, keeping costs down for conference, and have membership dues due on September 1. Communication concerns included: keep membership informed, inclusiveness, listen to members, keep informed of legislative issues, a clear and articulate MLA message, encourage communication, and have regional member recruitment. The advocacy message from members stressed that MLA serve all members, be strong advocates, advocacy should be a top agenda item, and MLA should encourage more participation in legislative matters. Concerning meeting/conference the participants would like to see more workshops/meeting throughout the year, allow for more participation in planning conferences/meetings, more networking opportunities, and include all library types in planning of the annual conference.

The survey also looked at what members felt was the most important benefit that they received from being a member of MLA. The list included: annual conference, networking, keeping informed about library issues, advocacy, and professional development.

The LPR committee would like to ask each division, SIG, and committee to look at the survey suggestions and comments and decide what their group could do to work on the areas of concern. The LPR committee feels that getting out MLA's message is the key to our organization. The "Three Visions for MLA" adopted in 2007 is a great guideline for the committees, divisions, and SIGS and will help them along with the survey to get their members motivated and working toward a better MLA. The LRP committee would like all groups to look at the vision statements, their by-laws and handbook information, and action plans to start implementing the changes needed by organization.

Thank you to everyone for your comments and the helpful answers on the user survey.

III. Action Items

No action items

MISSOURI LIBRARY ASSOCIATION
Board Report

Unit/Stakeholder Page Number:	26
Unit/Stakeholder Name:	Membership
Unit/Stakeholder Representative Name:	Kimberlee Ried
MLA Board Meeting Date:	May 1, 2009

I. Information Items

The membership committee submitted a conference proposal in regards to membership orientation at the MLA conference. This session is a “regular” component of this group’s work.

The committee will be meeting in late May or early June to review activity for the remainder of the year. In addition, the current interim chair has requested that someone from the committee consider stepping in and serving out the remainder of the year.

As a part of Membership networking, the Association will be hosting the MLA at ALA happy hour on Friday July 10 at the Westin on the river, in Chicago.

Web updates have continued on the membership page of the MLA web site.

II. Discussion Items

none

III. Action Items

None

MISSOURI LIBRARY ASSOCIATION
Board Report

Unit/Stakeholder Page Number:	28
Unit/Stakeholder Name:	Public Relations Committee
Unit/Stakeholder Representative Name:	Diane Hunter
MLA Board Meeting Date:	May 1, 2009

I. Information Items

- Submitted three proposals for conference programs.
- Worked with MACRL on arranging for speaker for MACRL Dinner.

II. Discussion Items

None

III. Action Items

None

MISSOURI LIBRARY ASSOCIATION
Board Report

Unit/Stakeholder Page Number:	29
Unit/Stakeholder Name:	Publications Committee
Unit/Stakeholder Representative Name:	Jodie Borgerding
MLA Board Meeting Date:	May 1, 2009

I. Information Items

- Conducted currency review of MLA website. Unit officers/chairs have been notified if updates need to be made to their pages. Updates need to be made by May 15th.
- Beginning preliminary work on a comprehensive Web 2.0 policy that will include blogs, wikis, Facebook, and other social networking tools.
- Submitted a conference program for co-sponsorship with CITSIG on self-publishing.
- Looked at changes to handbook and other literature regarding publication changes to MOINFO.
- Submitted changes to the handbook regarding MOINFO and the Publications Committee to the Bylaws and Handbook Committee.

II. Discussion Items

None at this time

III. Action Items

None at this time

MISSOURI LIBRARY ASSOCIATION
Board Report

Unit/Stakeholder Page Number:	32
Unit/Stakeholder Name:	Children's Services Roundtable
Unit/Stakeholder Representative Name:	Jeana Gockley
MLA Board Meeting Date:	May 1, 2009

I. Information Items

CSRT submitted the following program request proposals for the 2009 Conference:

- Author Anna Dewdney—Children's Luncheon
- Author Ibtisam Barakat—The Child's Voice As A Leader Toward Healing And Creating Social Change (co-sponsoring with YASIG)
- Author Jody Feldman--You Want *Me* to Sit Down With a ... Book?
- Peggy Northcraft—Stories and Songs Swap
- Hollis Stolz—Using Building Block Books for Story times and in the Classroom
- Dr. Patricia Norton—The Librarian and the First Grade Struggling Reader
- Julie Douglas—Read From the Start

II. Discussion Items

III. Action Items

MISSOURI LIBRARY ASSOCIATION
Board Report

Unit/Stakeholder Page Number:	33
Unit/Stakeholder Name:	Circulation-Interlibrary Loan SIG
Unit/Stakeholder Representative Name:	Katherine E. Bohnenkamper
MLA Board Meeting Date:	May 1, 2009

I. Information Items

CIRCILL SIG submitted two program proposals for the annual conference. One program will focus on explaining MOBIUS to non-members. While the other one is about communicating with staff and student workers by using Facebook and wikis.

II. Discussion Items

None at this time.

III. Action Items

None at this time.

MISSOURI LIBRARY ASSOCIATION
Board Report

Unit/Stakeholder Page Number:	36
Unit/Stakeholder Name:	Government Documents SIG
Unit/Stakeholder Representative Name:	Barbara Rehkop
MLA Board Meeting Date:	1 May 2009

I. Information Items

None.

II. Discussion Items

None.

III. Action Items

None.

MISSOURI LIBRARY ASSOCIATION
Board Report

Unit/Stakeholder Page Number:	37
Unit/Stakeholder Name:	Outreach Special Interest Group
Unit/Stakeholder Representative Name:	Nicole Powell, 2009 Chair
MLA Board Meeting Date:	May 1, 2009

I. Information Items

March 19, 2009 Vice-Chair Megan Garrett attended the Conference Planning Meeting via videoconference in Kansas City.

OTRSIG approached CSRT about a partnering for a conference program proposal. CSRT agreed to co-sponsor a program about library services for Spanish-speaking patrons with an emphasis on children's services.

OTRSIG submitted two program proposals: "The Boomers are Coming! Is Your Library Ready?" and "Servicios Esenciales: Planning, Marketing and Implementing Outstanding Services, Programs and Collections to Latino Children and Their Families."

OTRSIG submitted a *MO INFO* article calling for a Recorder.

Chair Nicole Powell used the OTRSIG listserv to share outreach related articles.

If the Bylaw & Handbook Committee approved the Outreach Special Interest Group Bylaws, then Karen Hayden will present them to the Executive Board for approval.

II. Discussion Items

No discussions

III. Action Items

No action items

MISSOURI LIBRARY ASSOCIATION
Board Report

Unit/Stakeholder Page Number:	39
Unit/Stakeholder Name:	Reference & Information Services SIG
Unit/Stakeholder Representative Name:	Carol Smith, Chair
MLA Board Meeting Date:	Friday, May 1, 2009

I. Information Items

Since the March 6, 2009 board meeting, the following activities have been accomplished by RISSIG:

1. Replacement of RISSIG Recorder

On April 3, 2009, current RISSIG Marcus Richter informed his fellow officers that he would be accepting an out-of-state library position as of June 30, 2009 (our congratulations to Marcus on his exciting career move!). RISSIG has already secured a replacement 2009 recorder, Melissa Muth of UMKC. She is being included in all current SIG communications, and will assume her officer duties on July 1, 2009.

2. Conference Planning Activities

The SIG worked actively to secure exciting, innovative program proposals for the 2009 Annual MLA conference. Between March 3-9, the SIG sent out calls for proposal on numerous listservs and lobbied individually for program submissions. By the April 10th deadline, RISSIG submitted a total of 10 conference program proposals, including 5 co-sponsored programs (2 with MACRL, 1 each with GISIG, CITSIG, and Missouri State Library).

3. Statewide Reference Survey Project

The SIG continues to prepare for its statewide reference survey project. We anticipate distributing the survey in May.

II. Discussion Items

No discussion items.

III. Action Items

No action items.

MISSOURI LIBRARY ASSOCIATION
Board Report

Unit/Stakeholder Page Number:	41
Unit/Stakeholder Name:	Tech Services SIG
Unit/Stakeholder Representative Name:	Amy Pennington
MLA Board Meeting Date:	May 1, 2009

I. Information Items

1. TSSIG officers have been busy organizing and submitting proposals for technical services-related conference sessions. Proposals that were submitted include: a music acquisitions/collection development pre-conference workshop; a book repair pre-conference workshop; a session on management of e-resources; a session on FRBR and RDA; and a session on RFID (co-sponsored by CIRCILL SIG).

2. TSSIG took advantage of its ALCTS CRG (Council of Regional Groups) affiliate membership by looking at its Speakers' Bureau (a list of speakers who are willing to present on a variety of technical services-related topics for cost of travel only). We decided that we already had enough conference session proposals, so we chose not to take advantage of it this year. We will keep it in mind and will most likely take advantage of it at some point in the future.

3. ALCTS CRG held its first online membership meeting for affiliates on April 15th. Amy Pennington (TSSIG Vice-Chair) attended. A lot of good information was given about the organization, including its structure and what it means to be a CRG affiliate member. CRG is doing a lot to promote communication and collaboration. A CRG wiki exists (http://alcts.ala.org/crgwiki/index.php?title=Main_Page), but unfortunately not everyone has the permission to edit it at this point because of spam issues. They are hoping that more and more affiliates will take advantage of the opportunity to share ideas about continuing education offerings, conference sessions, and best practices.

II. Discussion Items

None

III. Action Items

None

MISSOURI LIBRARY ASSOCIATION
Board Report

Unit/Stakeholder Page Number:	50
Unit/Stakeholder Name:	MPLD
Unit/Stakeholder Representative Name:	Susan Wray
MLA Board Meeting Date:	May 1, 2009

I. Information Items

The next conference is in St. Joseph on June 4-5. Vice-president Steve Campbell has been working on the agenda. The primary session will be on open source systems. Elections will take place during the business meeting for the 2009-2010 officers.

II. Discussion Items

III. Action Items