

Missouri Library Association

Executive Board Meeting

Friday, March 6, 2009

9 am to 1 pm

Via Videoconference Sites:

Host Site: MLA Headquarters, Columbia, Room 224
Missouri Library Network Corporation, St. Louis, Training Room;
Springfield-Greene County Library District-The Library Center, Springfield Room A
University of MO-Kansas City, Administrative Center, Swope Park Room/2427
University of Central MO, Warrensburg, Kirkpatrick Library, Room 1430
University of Central MO, Lee's Summit, Summit Center, Room 145

Draft Minutes

1. Welcome and Introductions

President Ried welcomed everyone and asked for attendees to introduce themselves.

Those in attendance at MLA Headquarters: **Kimberlee Ried-President; Sharon McCaslin – President-Elect; Karen Hayden – Past President; Frances Piesbergen- Secretary; Tony Garrett - Interim Treasurer; Terri Brunner – TFD; Sarah Howard – M-A-L;** Margaret Booker, Executive Director; Margaret Conroy – State Librarian; June Deweese/Judy Maseles – 2009 Conference Co-Chairs; and Randy Sheer – Lobbyist.

Attending at MLNC: **Pam Klipsch – ALA Councilor;** Elizabeth Madson - recorder, Tech Services SIG; Barbara Brain - Awards Committee Chair; Jodie Borgerding - MACRL, Publications, CITSIG; Sarah Erwin - YASIG Chair; Candice Oliver - PEERSIG Vice Chair, PLD Recorder, PR Committee, Keith Gaertner - (MLNC) site tech support; Gerald Brooks - Legislative Committee, Federal Legislative Coordinator; Tracy R. Byerly – MLNC Director and guest; and Asia Gross - Membership Committee

Attending at UMKC: **Cindi Ernst – SLD; Crystal Faris – YSD;** Mary Beveridge – Gene SIG; Diane Hunter – PR; Brent Husher – MACRL; Niki Powell – Outreach SIG; and **Marty Miller – M-A-L.**

Attending at UCMO-JKL: Carol Smith –RISSIG; Jerry Brown – IFC; Karen Hicklin – Trails Regional Library Director and guest

Attending at UMCO-Summit: **Mary Beth Revels – PLD**

Attending at SGCL: **Courtney Mlinar – MACRL,** Katherine Bohnenkamper – CIRCILL; Carrie Cline – YSD; Nancee Dahm-Stinson – YSD; Jeana Gockley - CRST

Meeting was called to order at 9:04 by Pres. Ried

2. Approval of Minutes – Secretary Frances Piesbergen

- October 2, 2008 Annual Business Meeting Minutes approval **Appendix 1**

10.2.08 Annual Business Meeting: minutes and appendices were unanimously approved with a motion by Brunner; seconded by Hayden. MLA HQ - 7/0 MLNC – 1/0 SGCL – 1/0 UMCO-Summit - 1/0 UMKC – 2/0

- November 21, 2008 Executive Board Meeting Minutes approval **Appendix 2**

11.21.08 Executive Board Meeting: minutes and appendices were unanimously approved with corrections; motion by Brunner; seconded by Hayden. MLA HQ - 7/0 MLNC – 1/0 SGCL - 1/0 UMCO-Summit - 1/0 UMKC – 2/0

- ALA Emerging Leader electronic vote **Appendix 3**

Piesbergen presented the results of the electronic vote – 11/0 in favor of having Pres. Ried send the letter to the ALA Emerging Leader candidates

3. Report from Kimberlee Ried, President (see Board Report packet)

Pres. Ried thanked everyone for submitting their board reports and RSVP's and encouraged everyone to keep up the good work for future meetings. The Executive Director will continue to send reminder notices, and will accumulate and send combined report packages.

- MO LAD registration practices – substitution/cancellation policy

Motion was made by S. McCaslin and seconded by C. Ernst to add a line to the substitution/cancellation policy clarifying how substitutions and cancellations will be handled. This will address issues such as occurred at the most recent Library Advocacy Day (LAD).

“When it does not create a financial hardship on MLA, substitutions shall be allowed up until the time of the activity.”

Motion by T. Garrett, seconded by K. Ried to amend the original motion to make it specific to the LAD activities. McCaslin and Ernst accepted as friendly amendment.

MO LAD Registration Substitution/Cancellation Policy Proposal:

“When it does not create a financial hardship on MLA, substitutions shall be allowed up until the time of the Library Advocacy Day activities.”

Motion passed unanimously: MLA HQ – 7/0 MLNC – 1/0 SGCL – 1/0 UMCO-Summit – 1/0 UMKC – 2/0

Further discussion: Legislative Committee, and/or Bylaw and Handbooks Committee may need to address the issue of differential fees for MLA members and non-members for LAD.

- 2.27.09 Directors of Large (Public) Libraries (DOLL) Meeting Summary:

K. Ried and S. McCaslin attended the DOLL meeting. DOLL members include the directors of large libraries across the state: St. Louis Public Library, St. Louis City-County Library, St. Charles City-County Library District, Daniel Boone Regional Library, Springfield-Greene County Library, Kansas City Public Library and Mid-Continent Consolidated Library. Also in attendance was the State Librarian.

The following items were brought forth as concerns about how MLA operates: Poor quality customer service from MLA office; organization is not “member” friendly; organization is too steeped in policy and procedure (bureaucracy).

The following were mentioned as strengths of the organization: good networking; good leadership training; good conference offerings/sessions.

Suggestions were also made for improving relations with Missouri libraries: attempt to rehabilitate staff members; consider hiring a management firm to run the organization; consider hiring a consultant to do an assessment of the organization and suggest restructuring; consider terminating Executive Director.

Pres. Ried recommended that the Executive Board should set up a conference call meeting to discuss these issues.

Action item: President Ried will pursue setting up a call in the next few weeks.

- MLA mission statement review – postponed to later in meeting
- ALA Topics:

-CapWiz - Bill Rogers will be the contact person for the CapWiz advocacy software. This allows Legislative Advocacy alerts to be sent with appropriate Legislator contact information. To see an example of how this software can function, people are invited to look at the California or Florida Library Association web sites.

-Economic Stimulus funding – MLA will work with State Librarian, Margaret Conroy and Missouri libraries concerning the economic stimulus package

-IMLS funding - There is IMLS funding available for ALA Chapters for training and educational opportunities. MLA will continue to pursue these possibilities for the future.

-2012 Joint Conference of Librarians of Color – this conference will be in Kansas City in 2012. MLA has been asked to consider a pre-conference activity. This can be pursued in the future.

-Strengthening the chapter-national relationship – everyone is encouraged to join the Chapter Relations list and to attend ALA Chapter Relations training sessions.

- Electronic Voting Policy approval

The Board needs to formalize the process. The intent was that the MLA Board, Committees, Division, SIGS, etc. could use this process. It was not meant to be utilized for a vote of the full membership. P. Klipsch made a motion, seconded by S. McCaslin to add a statement to the policy indicating that the process is to be used only in instances when a decision is needed before the next Executive Board meeting. The underlined wording below is the verbiage to be added.

Electronic Voting Policy Statement approved with the following underlined restrictive language.

“The following policy applies to both the Executive Committee and the Executive Board electronic voting between regularly scheduled meetings. Electronic voting will be limited to business items that require action be taken before the next regularly scheduled meeting. All such votes must be listed and announced as part of the minutes portion of the agenda of the next regularly scheduled meeting.”

Motion passed unanimously: MLA HQ – 7/0 MLNC – 1/0 SGCL – 1/0 UMCO-Summit – 1/0 UMKC – 3/0

- 2009 committee appointee approval

K. Hayden made a motion, seconded by Sarah Howard that we accept the Committee Appointment document presented by Pres. Ried with the correction/addition of new email address for Carol Brown (Carol.Brown@Hughes.net)

2009 committee appointments approval, motion passed unanimously: MLA HQ – 7/0 MLNC – 1/0 SGCL – 1/0 UMCO-Summit – 1/0 UMKC 3/0

- Director 2009 salary increase approval - deferred to Treasurer's Report

4. 2009 Legislative Update, Lobbyist Randy Scherr – (moved forward in the agenda)

-There are a number of Senators who are trying to affect the Quality Jobs Act (the state stimulus package). It could be interesting to see what happens.

-Federal stimulus – there are different pots of money available – some of which the State will use, some of which it won't because of statutory issues. There have been some attempts to move some of the monies into areas where it might/should not be used to free General Revenue funds to “improve” the budget.

- MLA legislative interests – there are a number of bills addressing Property Tax issues, but there hasn't been much movement on any yet.

- Arts and Entertainers Tax – there have been a few bills addressing this. One repeals the \$10m cap

- Illegal immigration bills – HB 350 – same issue of definition of “loans” and how this might apply to post-secondary and library institutions.

- TABOR – HJR 23 – there is a great deal of opposition, but past chairman of the House Budget Committee is pushing it. Even if it would pass in the House, it will have a rough time passing in the Senate.

- Senate Bill 266 – Sales Tax – ½ cent sales tax for libraries in addition to/or in place of property tax. The chairman of the Budget Committee has supported this and included it in substitute bill SB 7. Some attempts by others have been made to strip out any taxation issues from the substitute bill.

- Senate Bill 450 – This would require libraries to develop internal policies concerning placement of “pornographic” materials. MLA Lobbyist will oppose this based on the premise that this should be under local level control, not the state.

5. Report from Sharon McCaslin, President-Elect (see Board Report packet)

- 2010 Orientation Retreat Proposal – is working on plans to expand the Leadership Training for next year. She would like for this to be an overnight retreat for Board members, with others coming the next day for training and would also like to have the first Executive Board Meeting in conjunction with the training. Pres. Ried agreed that this was a good idea, and that we will need to investigate funding for this. State Librarian Conroy stated that she regrets that there are no monies available from the State Library to help support this sort of training.

- 2009 MO LAD revenue and expenses – spoke about the pros and cons of LAD. Suggestion from the floor to investigate some way of having a more coordinated method for visiting with the legislators – by geography or other group, since the legislators appreciate seeing groups of people for a short period of time instead of individuals off and on throughout the day talking about the same topic. It was also mentioned that Legislative Committee might investigate ways for lowering the cost to the membership to attend.

- Director 2009 salary – zero COLA increase - deferred to Treasurer’s report time

- MO LAD – approve registration substitution policy - see motion approved above.

6. Budget and Finance Report, Treasurer Tony Garrett (see Board Report packet) + **Appendix 4-7**

- FY08 Year-End December Revenue and Expense, Budget v Actual Report – presented

- FY09 January Revenue and Expense, Budget v Actual Report – presented

- 2008 Financial Review approval

Treas. Garrett recommended that MLA undertake a Financial Review instead of an Audit this year. This was based on a recommendation from the company which normally does the Association audits and the fact that this will be about ½ the cost while still providing the required information and oversight.

2009 Financial Review; vote on recommendation: MLA HQ – 7/0 MLNC – 1/0 SGCL – 1/0 UMCO-Summit – 1/0 UMKC – 1/0

- 2009 Proposed Budget approval

Treas. Garrett presented 4 budget scenarios, but recommended the one dated Feb. 09. It included a change in the expenses for creating the *MO INFO* newsletter to reflect a change from print to electronic distribution, a reduced LAD request (from \$6,000 to \$5,000), \$1,000 for the ALA Emerging Leader program support, a cap of \$500 for an individual to attend the National Legislative Day and a 5.8% COLA for the Executive Director’s position. Treas. Garrett would like to change the COLA designation to a “pay equity” designation. The funding would help to bring the MLA Executive Director’s position pay more in line with other comparable library associations based on a survey that he did. A lengthy discussion followed raising the question of appropriateness of giving this type of increase during these economic times (various examples of those not getting any raises or not being able to give raises in their own systems) no matter what it was called. P. Klipsch moved, seconded by S. McCaslin, that the budget be revised to accept the recommendations for the *MO INFO* newsletter, the reduction in the LAD amount, to add the \$1,000 Emerging Leader support, and to zero out lines 5211 and 5212 (COLA and merit increases).

2009 Budget approved with details revisions: motion passed: 10/3: MLA HQ – 4/3 MLNC – 1/0 SGCL - 1/0 UMCO-Summit – 1/0 UMKC – 3/0

Action item: Executive Director will send out notification that the cost for placing a position listing in the Jobline will increase from \$25 to \$40

Action item: Executive Director will notify the membership that the *MO INFO* will become electronic only distribution with the March issue.

7. Report from ALA Councilor Pam Klipsch (see Board Report packet)

- ALA 2010-2015 strategic planning, including chapters in the process
- Freedom to Read Foundation 40-Year Anniversary – approve newsletter promotion and congratulatory letter from President

P. Klipsch reported that Judy Krug will be honored with the William J. Brennan Award at the Freedom to Read 40th Anniversary Gala. She made a motion, seconded by K. Ried, that the MLA President send a letter of congratulations to the Foundation and to Judy Krug; and that MLA provide free advertising for the event in the next two *MO INFO* issues.

Board approved FTRT March and May newsletter advertising and anniversary congratulations letter; motion unanimously passed: MLA HQ – 7/0 MLNC – 1/0 SGCL – 1/0 UMCO – 1/0 UMKC – 3/0

P. Klipsch mentioned that ALA President- Elect Camila A. Alire is scheduled to speak at the MLA conference and would like to do one or more focus group discussions while there. The 2009 Conference Co-Chairs suggested that Klipsch consider submitting a program request form so that they can include that in the planning. She agreed that would be good and that she has other program ideas upon which she is working, as well. Director Booker will confirm chapter planning collaboration with ALA Chapter Relations Office staff.

8. Reports from Committees, Divisions, and Special Interest Groups:

- Legislative Committee, President Kimberlee Ried (see Board Report packet)

- Legislative Agenda revisions regarding MOREnet data – Bill Mitchell has requested that we amend the Legislative Agenda document to indicate the new direction being taken by MOREnet. State Librarian Conroy stated that she did not think that would be required since the Legislative Agenda document is so flexible now, and perhaps that could be written into next year's document if necessary. A recommendation was made that Pres. Ried respond to Mitchell about not changing the current document; and that Mitchell be included in the discussions when next year's document is being formulated.

- MO LAD registration practices review - attendee substitutions and one price for orientation and reception - see previous discussion and vote under Item 3 – Pres. Ried report.

Long Range Planning Committee, Chair Karen Hayden (see Board Report packet)

- Online Member Input Survey results review – K. Hayden reported that the Committee has taken the results of the survey and categorized the comments. They will take a closer look at the information and decide how best to proceed. K. Ried suggested that these comments could be used to help direct the discussion on the MLA Mission Statement. A brief discussion of current Mission Statement and background followed.

Action item: The Long Range Planning Committee will take on the task of reviewing/revising the Mission Statement.

Circulation and Interlibrary Loan Special Interest Group, Chair Katherine Bohnenkamper (see Board Report packet)

- Informational Items – K. Bohnenkamper provided information about the direction the CIRILL SIG hopes to take in the coming year.

Outreach Special Interest Group, Chair Nicole Powell (see Board Report packet)

- Outreach SIG Listserv – M. Booker can provide a list of members to any of the SIGs at any time; please contact her for the information. She added that groups just need to be aware that the lists will only be accurate up to the time of the request since membership renewals are continually coming in and

persons are then added to the appropriate lists. Chairs may want to ask for updated lists at periodic intervals to be sure they have the additions.

- Outreach SIG Bylaws – The SIG bylaws have been forwarded to the Bylaws and Handbook Committee for approval. That Committee will review them and present them for approval. C. Mlinar asked what the normal time line was for approval. Once the Committee receives and reviews the bylaws, if there are no changes needed, they should be presented for approval at the next Executive Board Meeting.

9. Communications

We have received information about the 2009/2010 Emerging Leadership Class.

Action items: Dir. Booker/Pres. Ried will send responses to ALA indicating that MLA will be participating in the program. Information and instructions will be sent to PEER SIG who will handle the process for identifying and selecting the individual who will receive MLA support.

10. Unfinished Business

- 11.13.08 Dick Wilding E-Mail reply needed. – Pres. Ried reminded the group that MLA had received an e-mail from Dick Wilding last November and that a reply had not yet been sent to address his concerns. Some of the issues were addressed in person when K. Ried and S. McCaslin attended the DOLL Meeting and spoke with him there. M. Miller offered to go and speak with Wilding on behalf of the Association. J. Borgerding suggested that it might be good for Pres. Ried to write a letter which Miller could then take to Wilding when a visit occurs. (see Board Report packet – President's Report)

11. New Business

2009 Conference Planning – J. Dewese/J. Maseles – Conference Co-Chairs (see Board Report packet)

- Announced that the Program Proposal Forms are now available. Presenter solicitations will be forwarded to unit leaders for their consideration.

12. State Library Update, State Librarian Margaret Conroy

She had been soliciting ideas on how to utilize Stimulus funds; construction funds, however, are not part of the Stimulus package. Those may be available via other Federal programs. She will be sending lists of construction requests to the appropriate committees. Support requests for non-construction items have been submitted to the Governor's Committee. Please send any new requests to TransformMO.gov (<http://transform.mo.gov/>)

State budget – there will be a shortfall for F/Y 2010 budget. State agencies may be asked to reduce their budgets 5-10%. State support is not assured -nothing is safe or above scrutiny. In addition, since budgets are paid out in quarterly installments, public libraries may not receive all monies they anticipated for F/Y 2009 if monies are withheld for the last quarter.

The next Legislative Update session will be on March 12 from 1:00-3:00p.m. The connectivity issues which forced the cancellation of the previous Update have been fixed.

The Secretary's Council will meet on March 20. LSTA funds will be discussed along with other issues.

13. Announcements

National Library Legislative Day (NLLD) will be May 11-12, 2009. Gerald Brooks will be attending. He will send information out to the listserv and there will be information in the upcoming *MO INFO*. He encouraged everyone to go, or if that is not possible to participate in the Virtual NLLS activities.

Site selection – MLA will shop the KC Metro area for a 2011 conference site. The Site Selection Committee will be meeting in KC sometime in April to view hotels.

Action item: Pres. Ried asked those who are on the Site Selection Committee to mark their calendars; April 2-3 or April 9-10 are being considered for possible visit dates.

- MACRL@ACRL Happy Hour – please let J. Borgerding know if you will be attending this Happy Hour so that she can give an accurate count to the venue.

- 2009 Conference Stakeholder Planning Meeting, March 19, via video conference, 1 to 3 pm. All interested parties are welcome to attend.

- Upcoming Executive Board Meetings:

- May 1, via videoconference, 9 am to 1 pm

- July 24, MLA Headquarters, Columbia, 10:30 am to 2:30 pm (Reminder - in person, not by video)

- September 11, via videoconference, 9 am to 1 pm

- November 13, via videoconference, 9 am to 1 pm

14. Adjournment – Pres. Ried adjourned the meeting at 12:54 p.m.

Appendix 1 – Minutes from MLA Annual Business Meeting 10-2-08

Appendix 2 – Minutes from MLA Executive Board Meeting 11-21-08

Appendix 3 – Electronic Vote – ALA Emerging Leaders recognition letter

Appendix 4-7– Budget support materials