

Missouri Library Association Board

January 14, 2011 10:30 a.m.

Agenda

- 1) Welcome and Introductions
- 2) Approval of Minutes
 - a) Minutes from November 19, 2010
- 3) Reports from Executive Board
 - a) President: Karen Hicklin (see report)
 - i) Discussion: Appointments to 2013 Conference Site Selection Committee
 - ii) Discussion: Appointment to suggest revisions to Sections 2 & 7 of Handbook
 - iii) Discussion: Appointment to the State Continuing Education Committee
 - b) President-Elect: Glenda Hunt
 - c) Treasurer: Neosha Mackey
 - i) Financial Report
 - ii) Ratify Remote Deposit Agreement
 - iii) Engagement letter for auditor
 - d) Secretary: Brandy Sanchez
 - e) Past-President: Sharon McCaslin (see report)
 - f) Member-At-Large: Carol Smith (see report)
 - g) Member-At-Large: Marian Davis (see report)
 - h) ALA Councilor: Pam Klipsch (see report)
 - i) MACRL Chair: Jodie Borgerding (see report)
 - j) Public Library Division Chair: Candice Oliver (see report)
 - k) Trustees and Friends Division Chair Joy Dufraim
 - l) Youth Services Division Chair: Nancee Dahms-Stinson (see report)
 - i) Discussion: Show Me Youth Services Award
- 4) Reports from Committees
 - a) 2011 Annual Conference: Brent Husher, Chair (see report)
 - i) Discussion: Theme for Annual Conference
 - b) 2012 Annual Conference: Melissa Davis & Jim Schmidt (see report)
 - c) 2013 Site Selection: Carolyn Chittenden, Chair
 - d) Awards: John Furlong, Chair (see report)
 - e) Budget & Finance: Neosha Mackey, Chair
 - f) Bylaws & Handbook: Jane Theissen, Chair (see report)
 - i) Discussion: Subscription to web-conferencing software
 - g) Intellectual Freedom: Lisa Pritchard, Chair
 - h) Legislative: Steve Potter, Chair
 - i) Membership: Laura Pirondi, Chair (see report)
 - j) Nominating: Sharon McCaslin, Chair (see report)

- i) Discussion: Ballot counting
- k) Public Relations: Christina Pryor, Chair (see report)
 - i) Discussion: MLA regional meetings with members
- l) Publications: Kristine Helbling, Chair (see report)

5) Reports from Special Interest Groups

- a) Children's Services Round Table: Michelle Akins (see report)
 - i) Building Block Picture Award Committee: Ron Freeman (see report)
 - Discussion: Funding of Building Block Award events
- b) Circulation & Interlibrary Loan: Cindy Thompson
- c) Computer & Information Technology: Joshua Lambert
- d) Genealogy & Local History: Tom Pearson, Chair
- e) Government Documents: Sandra Schiefer, Chair
- f) Outreach: Peg Hulse, Chair
- g) Professionalism, Education, Employment & Recruitment, Candice Oliver, Chair (see report)
- h) Reference & Information Services: Melissa Muth, Chair
- i) Support Staff/Paraprofessional: Lisa Henry, Chair
- j) Technical Services: Lori Kupsky, Chair
- k) Young Adult: Sara Wood, Chair (see report)

6) Other Reports

- a) Task Force on Emerging Technologies: Carol Smith, Chair
- b) Archivist: Debbie Luchenbill (see report)
- c) Webmistress: Carol Smith
- d) Management Service (MLNC): Tracy Byerly (see report)

7) Unfinished Business

8) New Business

9) Reports from Guests

10) Announcements

- a) Legislative Day, February 8 @ 10:00 a.m.
- b) Executive Board meetings: April 15, July 29, October 4, November 18 (Board reports are due 10 days prior to meeting)
- c) Newsletter article submission dates: 15th of February, April, June, August, October & December
- d) 2012 Annual Conference: October 5-7
- e) Retreat for 2012 Board: November 17 & 18

11) Adjournment

Missouri Library Association Board Meeting

Friday, November 19, 2010, 10:00 a.m.

Videoconference: Columbia at DBRL, Kansas City at UMKC and Mid-Continent, Lee's Summit at UCM Summit Center, Springfield at the Library Center, St. Louis at MLNC, Warrensburg at UCMO

Draft Minutes

1) Welcome and Roll Call

President McCaslin called the meeting to order at 10:10AM.

Attending Columbia at DBRL: Peggy Northcraft, Letitia DenHartog

Attending Mid-Continent: Steve Campbell, Susan Burton

Attending Springfield: Joshua Lambert, Tammy Stewart

Attending St Louis: Candice Oliver, Pam Klipsch, Sarah Erwin, Joy Dufrain, Amy Pennington, Kristine Helbling, Keith Gaertner, Laura Pirondi

Attending Warrensburg: Marty Miller, April Roy, Sharon McCaslin, Karen Hicklin, Nancee Dahms-Stinson, Tracey Byerly, Brent Husher, Carrie Cline, Neosha Mackey, Carol Smith, Marion Davis, Glenda Hunt, Brandi Sanchez

2) Minutes

McCaslin called for discussion and/or corrections to the October 5, 2010 Executive Board Meeting Minutes. Roy moved to accept the minutes. Husher seconded and the vote was unanimous.

McCaslin called for discussion and/or corrections to the October 2010 Annual Meeting Minutes. Mackey moved to accept the minutes. Cline seconded and the vote was unanimous.

3) Reports of Officers

President-Elect Karen Hicklin: Presented the dates for the 2011 Board meetings: Friday January 14, Friday April 15, Friday July 29, Tuesday October 4 (evening meeting at conference), Friday November 18 (in conjunction with officer/board training, most likely will be a Thursday/Friday event). All meetings except those notes will begin at 10:30AM.

Hicklin moved to accept the 2011 Committee Chairs as handed out. Roy seconded and the vote was unanimous.

Treasurer Neosha Mackey: Thanked Burton for the transfer of materials to Mackey and MLNC. Mackey also complimented Gaertner at MLNC for his fine work. The revenue year to date is \$121,570 and expenditures year to date are \$71,374. The net profit, Mackey noted, is due to the good work for the board and all hardworking volunteers.

Hicklin moved to approve MLNC for annual state reporting and registration. Husher seconded and the vote was unanimous.

Mackey moved to approve Mackey, Hicklin and Byerly for bank signatures. Hicklin seconded and the vote was unanimous.

McCaslin and Hicklin presented the 2011 Budget. Discussion followed and Husher asked to allow for more expenses and income for next year's conference. Mackey moved to accept the 2011 budget with Husher's noted changes. Smith seconded and the vote was unanimous.

Mackey moved to approve the 2011 MLA Interim Financial Policies governing the appropriate handling of MLA's finances. Hicklin seconded and the vote was unanimous.

Members-At-Large Marty Miller and Carol Smith: In the next few months, Miller and Smith will work with MLNC to transfer Jobline over to MLNC.

ALA Councilor Pam Klipsch: Asked for feedback on two discussion items: SSRT Labor Action and Traditional Cultural Expressions. After Klipsch's presentation, the Board agreed they were comfortable with Klipsch's decision.

Public Library Division Chair April Roy: Reviewed presentations at conference and results of elections. Roy noted at the annual meeting of the division there was an overall positive feeling about MLA.

Trustees and Friends Division Chair Joy Dufrain: Asked for discussion regarding the need for active members. Trustees and Friends are a voice that needs to be heard and Dufrain is open to suggestions. Discussion followed regarding dropping dues for Trustees and Friends – in the future, possibly have them be members for free with the suggestion of a donation. More discussion will occur with next year's board.

Youth Services Division Chair Carrie Cline: Reported that the group is working on creating one community of interest instead of three.

4) Reports from Committees and Special Interest Groups

Conference 2010: Presented the final report of expenses and income.

Conference 2011: Husher highlighted his written report. Chairs have been assigned and work is under way. A list-serv has begun for the committee. The number of breakout sessions will be less due to the number rooms. Units will be asked to rank program submission. Discussion followed regarding reciprocal membership rates for visitors from other states. MLA handbook does allow for this. Husher expects to advertise the conference to other states.

Husher moved to approve the authorization of a credit card with the understanding that the Board will approve financial parameters at the January meeting. Roy seconded and the vote was unanimous.

Husher moved to accept the MLNC Conference Support Proposal, Mackey seconded and the vote was unanimous.

Legislative Committee: Contacting new legislators, Library Advocacy Day, February 8, 2011.

Hicklin moved to accept the addendum to the letter of agreement with MLNC that allows for MLNC to conduct online registration for LAD. Husher seconded and the vote was unanimous.

Hicklin moved to renew the relationship with Randy Scheer. Roy seconded and the vote was unanimous.

Discussion followed regarding an increased stipend for Sheer. The board will vote on this matter in January when Steve Potter can present the topic.

Hicklin moved that in 2011 Scheer will be paid twice a year instead of monthly segments. Husher seconded and the vote was unanimous.

Membership Committee: Asked for discussion regarding a membership drive in December. Invoices will be sent to all institutional members. An email blast with a link will be sent to all individuals and the email will include information about no new extra fees being attached to credit card renewal.

Husher moved that anyone who renews or joins MLA by February 1st will be eligible for free conference registration, with the exception of board members. Mackey seconded and the vote was unanimous.

All board members were reminded to renew membership.

Hicklin moved that as part of institutional membership, membership for trustees/friends would be free. Husher seconded and the vote was unanimous.

Site Selection: Mackey moved to approve the 2012 Springfield contract as distributed. Cline seconded and the vote was unanimous.

CSRT: Asked for discussing regarding proving free building block picture book items. All agreed the discussion should continue at future meetings.

CIT SIG: Asked for discussion regarding how and when the CIT list is updated. Smith answered that the list is not updated, but members have to sign themselves up and remove themselves. Husher would like to have the management company add people to the list-servs. All agreed the topic required further discussion at a future date.

5) Reports from Ad Hoc Task Forces

Task Force on Structure: Presented their final written report.

6) Unfinished Business

Document Retention Policy: Still with Bylaws Committee

Addendum to MLNC contract: Mackey moved to approve the addendum to the MLNC contract to cover Oct-Dec 2010 management services. Miller seconded and the vote was unanimous.

Expenses for current orientation and retreat: Hicklin moved that MLA will pay the cost of private rooms while staying within budget. Smith seconded and the vote was unanimous.

7) New Business

Conflict of Interest Forms, 2011 Board: Need to be returned to Sanchez via fax or pdf by January.

NASIG sponsorship, June 2011: It was agreed to take no action at this time.

Restricted funds: Policies for handling each: Bohley Scholarship, Thusnelda Schmidt, Library Advocacy, Building Block. The budget and finance committee will work on a formal policy for presentation to the 2011 board.

8) Announcements

Upcoming Executive Board meetings: Friday January 14th

9) Adjournment

The meeting was adjourned at 1:45PM.

Respectfully submitted by,
Sarah Erwin, Secretary

Agenda Report Number:	3a
Executive Board Office:	President
Name:	Karen Hicklin
MLA Board Meeting Date:	January 14, 2011

I. Information Items

Committee chairs have been recruited and membership on most committees is complete. An updated list was sent on December 28, 2010 to the Webmistress for posting on the website.

Reactions from the Board were solicited regarding the 2012 Conference hotel rate. The consensus was to offer members the reduced rate of \$99 by removing a \$20 upcharge that would have been directed to the association. Sharon McCaslin signed the amended contract.

An extension to the contract with MLNC to cover the period of October – December 2010 was signed by Sharon McCaslin.

II. Discussion Items

Appointments to the 2013 Conference Site Selection Committee – Need suggestions for the Vendor and MOREnet representatives for that committee

MLA Handbook Revision – The Bylaws & Handbook Committee has begun their work which will need to be completed and approved by the Board later this year. To assist them, I believe it would be helpful if the Board would provide them with a list of recommended procedures to include in the sections on the Executive Board (Section 2) and Executive Office & Personnel (Section 7). Since we no longer have an office or personnel, I assume that section would be replaced by Management Services. I would suggest that the Board appoint a person(s) to review the appropriate Handbook sections, propose revisions, solicit comments from the rest of the Board and provide the recommendations to the Bylaws & Handbook Committee. The committee will incorporate those recommendations along with revisions of the other sections in the Handbook which will be reviewed and approved by the Board.

Appointment to the State Continuing Education Committee. This committee is composed of representatives from the library training organizations such as MLNC, KCMLIN, MOBIUS, MOREnet, plus several representatives from the library community. The committee had formerly designated a seat for the chair of the MLA CE Committee, but that committee has disbanded. The Committee asked if a member of the PEER interest group would like to represent MLA.

Committee members are generally appointed to serve 3 year terms, but MASL prefers to appoint their representative for a 2 year term. The committee meets 3 to 4 times per year. They plan to conduct most of those as online meetings, but with at least 1 meeting each year in Jefferson City. The next meeting will be in late Jan./early February, and will be conducted online. The committee considers issues related to CE of library staff and trustees from all types of libraries. Often the training organizations will use this group as a sounding board for new projects or changes to their programs. Most recently they have discussed the role of online learning, and examined the ALA paraprofessional certification program.

III. Action Items

Unit/Stakeholder Page Number:	3c
Unit/Stakeholder Name:	Treasurer
Unit/Stakeholder Representative Name:	Neosha Mackey
MLA Board Meeting Date:	Jan. 14, 2011

I. Information Items: Include all activities since the previous board meeting

Keith Gaertner has opened new accounts with Commerce Bank and has routed bank signature cards to Mackey, Hicklin and Byerly.

Financial report was distributed. End of December showed revenue of \$120,902.40 and expenses of \$77,419.68 for net revenue for the year of \$43,482.72.

CDs totaling \$35,246.59 came due and are in the bank account with Boone County Bank until we decide what to do with them. Checking account had a balance of \$53,485.14 as of December 31, 2010.

Conference Call on Jan. 5, 2011 Keith Gaertner, Tracy Byerly, Nancee Dahms-Stinson and Neosha Mackey to discuss request from Building Blocks Committee to cover lunch for members for the meeting when they decide nominees for awards. We approved and then had further discussion about issues.

II. Discussion Items: Include issues for which you desire discussion, and include recommendations.

Building Blocks Committee budget request will be brought up.

III. Action Items: Include issues that require board approval.

Ratification of Remote Deposit Agreement-for more information on how this works see <http://www.commercebank.com/smallbusiness/online-services/remote-deposit/default.asp>

This service will allow MLNC on our behalf to make deposits from its office, speeding up the deposit process, saving time and trouble of going to a physical bank location, and connect to bookkeeping systems.

Agenda Report Number:	3e
Executive Board Office:	Past President
Name:	Sharon McCaslin
MLA Board Meeting Date:	January 14, 2011

I. Information Items

- Met with MLNC office staff to resolve issues concerning financial records.
- Signed and mailed checks as provided by MLNC staff.
- Wrote, signed, mailed institutional renewal letters and invoices for current institutional members.
- Wrote, sent individual membership renewal e-mail blast.
- Signed KC contract addendum, reducing room rate to \$99 with no kickback.
- Set MLA @ ALA meeting for the ALA Midwinter Conference in San Diego.
- Represented MLA at the opening of ALA Council session at Midwinter.

II. Discussion Items

None

III. Action Items

None

Agenda Report Number:	3f & 3g
Executive Board Office:	Members-at-Large
Name:	Carol Smith(2010-2011), Marian Davis (2011-2012)
MLA Board Meeting Date:	January 14, 2011

I. Information Items

Marian Davis began her term as Member-at-Large on January 1. She and Carol Smith have divided their communities of interest liaison responsibilities in the following way:

Marian Davis

- MO Assn of College & Research Libraries (MACRL)
- Special Libraries Division (SLD)
- Circulation & Interlibrary Loan (CIRCILL)
- Computer & Information (CIT)
- Genealogy & Local History (Gene)
- Government Documents (Gov Docs)
- Professionalism, Education, Employment & Recruitment (PEER)
- Technical Services (Tech)

Carol Smith

- Public Libraries Division (PLD)
- Trustee/Friends Division (T&FD)
- Youth Services Division (YSD)
- Children's Services Roundtable (CSRT)
- Outreach
- Support Staff/Paraprofessional (PARA)
- Young Adult (YASIG)
- Reference & Information Services (RIS)

They have also coordinated their responsibilities for maintaining MLA's Jobline service, and are currently in discussions to transfer the billing portion of Jobline responsibilities over to MLNC.

II. Discussion Items

None

III. Action Items

None

Agenda Report Number:	3h
Executive Board Office:	ALA Councilor
Name:	Pam Klipsch
MLA Board Meeting Date:	January 14, 2011

I. Information Items

Attending ALA Mid-Winter.

II. Discussion Items

None

III. Action Items

None

Agenda Report Number:	3i
Executive Board Division:	MO Assn of College & Research Libraries
Chair:	Jodie Borgerding
MLA Board Meeting Date:	January 14, 2011

I. Information Items

Nothing to report

II. Discussion Items

Nothing to report

III. Action Items

Nothing to report

Agenda Report Number:	3j
Executive Board Division:	Public Libraries Division
Chair:	Candice Oliver
MLA Board Meeting Date:	January 14, 2011

I. Information Items

n/a

II. Discussion Items

No report. I will work to communicate with Betty Martin (vice-chair) and Steve Campbell (recorder). Are those the correct division officers?

III. Action Items

n/a

Agenda Report Number:	31
Executive Board Division:	Youth Services Division
Chair:	Nancee Dahms-Stinson
MLA Board Meeting Date:	January 14, 2011

I. Information Items

Worked with MLA board, staff and committees to determine status of various YSD/CSRT/YASIG-related programs and budgets. Teleconference with treasurer Neosha Mackey and MLNC staff Keith Gartner regarding budget income and expenses for Building Blocks Picture Book Award (referred to in budget as Picture Book Fund); Schmidt Fund and Patt Behler Call to Conference Award. Recommendation made to Building Block Committee chair and Board regarding Building Block Picture Book Award budget request for 2011. Will continue to work with MLNC on finalizing figures for Schmidt Fund and with YSD & CSRT for goal development for that fund. Conversing with Award Committee chair regarding status of Behler Call to Conference Award.

II. Discussion Items

Include issues for which you desire discussion, and include recommendations: NONE.

III. Action Items

YSD requests \$100 in the 2011 budget for development and creation of the Show Me Youth Services Award. While the award was given to Anitra Steele, Mid-Continent Public Library in 2010, no formal physical award currently exists. It is the goal of YSD to create the physical item that will be given to Show Me awardees each year.

Agenda Report Number:	4a
Committee:	2011 Conference
Chair:	Brent Husher
MLA Board Meeting Date:	January 14, 2011

I. Information Items

Keynote speakers have been scheduled. MLA has signed a contract and sent deposit of half of their fee. Costs are similar to the 2010 keynote speaker. Gene Ambaum & Bill Barnes authors of *Unshelved* will present a keynote address and breakout session on Thursday, October 5. See the calendar at <http://www.unshelved.com/talks>

Room Rate: The hotel room rates for the 2011 conference have been renegotiated. Previously these rates were up to \$128/night. Now all rooms are priced at \$99/night.

Program Selection Committee: This committee will review proposals and recommend conference programs. This committee of 10 is composed of librarians from academic, public and special libraries. Members include:

Vicky Baker, MCPL
 Brandi Blankenship, MCPL
 Rachel Brekhus - MU
 Susan Burton - KCMLIN
 Linda Fox – UMKC
 Clare Hollander, KCPL
 Diane Hunter, Co-Chair - UMKC
 Dawn Sanders - Nelson-Atkins
 Susan Sanders – UMKC
 Danielle Theiss-White, Co-Chair - Rockhurst

Process for Program Proposals

There will be fewer rooms available at the 2011 conference location, therefore program section will be more selective than in years past (for example, in 2010 there were up to 9 rooms available at the same time. In 2011 there will only be around 5).

All proposals will be accepted electronically ([DRAFT proposal form](#)). Individuals may submit proposals with multiple SIG and Division sponsorship, but sponsorship is not required. Proposals that indicate SIG and Division sponsorship(s) will be forwarded to SIGS and Divisions. Division and SIG leadership will continue to have opportunity and responsibility for developing and soliciting programs of interest to their memberships.

Units can rank what programs are most wanted. Or a Division or SIG can choose to pass on sponsorship of a particular program. The selection committee will review the

proposals without sponsorship. If the committee feels an unsponsored program would be good at the conference, the committee can accept the program, providing there's space. Also, they can send it along to units for consideration. After SIGS and Divisions have submitted their ranked order of sponsorships, the program section committee will make final recommendations for conference breakout sessions.

In short, the goal here is to provide a simple centralized approach to receive proposals while at the same time give MLA SIGs and Divisions the option of sponsorship and the ability to rank what is most important to the membership.

Program Selection Calendar

January 14: MLA Board Meeting, Choose Conference Theme and send out the call for proposals

January 14 - March 1: receive proposals

March 1 - 14: Division and SIGS Rank Proposals and submit to conference selection committee

April 1: Tentative Schedule Available

Wiki

A basic conference wiki site has been setup at <http://mlacon.pbworks.com> . This will be the central place to store relevant documents and detail decisions, completed work etc.

Table Talks

The Table Talk co-chairs are considering alternatives to the traditional table-talk format, including lightning rounds which would be 20-minute sessions or power talks which would be 12-minute talks on an idea that has the power to transform libraries, or librarians' practice. If traditional table talks are the format used, they might be called "Sharing Roundtables" and have recorders to share the content after the conference.

II. Discussion Items

III. Action Items

The current MLA Handbook available at molib.org states, " (8.1.2.2) The overall conference theme shall be determined by the Conference Coordinator who serves as Program Chair, with approval of the Executive Board.

A lot of good ideas came through discussion by the conference planning group. The conference coordinator is providing the board with options and so the board can decide and approve a conference theme.

Conference Theme choices:

1. Missouri Libraries: Envisioning Tomorrow
2. Missouri's Libraries: The Glass that is Half Full
3. Missouri's Libraries: The Glass is Half Full
4. Learning, Laughing and Libraries
5. Missouri's Libraries: Keeping Things in Perspective

Agenda Report Number:	4b
Committee:	2012 Annual Conference Committee
Chair:	Melissa Davis & Jim Schmidt, Co-Chairs
MLA Board Meeting Date:	January 14, 2011

I. Information Items

Nothing to report at this time.

II. Discussion Items

None

III. Action Items

None

Agenda Report Number:	4d
Committee:	Awards Committee
Chair:	John Furlong, Chair
MLA Board Meeting Date:	January 14, 2011

I. Information Items

Past Chair Mollie Dinwiddie transferred committee documents, templates, etc. to incoming Chair John Furlong. Dinwiddie also requested that various forms and emails associated with committee be transferred to Furlong. Kathleen Condon-Boettcher was appointed to the committee while Barbara Brain and Mollie Dinwiddie cycled off of the committee.

II. Discussion Items

None

III. Action Items

None

Agenda Report Number:	4f
Committee:	Bylaws & Handbook Committee
Chair:	Jane Theissen
MLA Board Meeting Date:	January 14, 2011

I. Information Items

The Bylaws & Handbook Committee has accomplished the following since November 1, 2010:

- Divided the current Handbook into sections and assigned each section to 2-3 members of the committee based on their preferences and expertise.
- Some subgroups have begun to work – details will be provided at the next Board Meeting.
- The committee has not yet met as a whole.

II. Discussion Items

- Need for web-conferencing software – should we get an MLA subscription??
- We will need input from the Board on sections 2 (Executive Board) and 7 (Executive Office and Personnel) once these are rewritten – expect for next Board Meeting.

III. Action Items

Agenda Report Number:	4i
Committee:	Membership
Chair:	Laura Pirondi
MLA Board Meeting Date:	January 14, 2011

I. Information Items

- President Karen Hicklin appointed/approved a full board of Committee Members for the 2011 Membership Committee. Invoices to current 2010 Institutional members were sent out by snail mail during the first week of
 - December.
- Email blast was sent out to current 2010 members on Dec. 8th
- Signups look really good; As of January 5, 2011 we have:
 - 124 Individual Members (24 New & 100 Renewals)
 - 20 Institutional Members (1 New & 19 Renewals)
- Goals for January:
 - Discuss and develop goals for 2011 with the Membership Committee
 - Contact any Board or Committee member that has not renewed membership for 2011
 - Follow up with all December renewals with a Welcome/ How to get Involved email message.
 - Post message to MLA-L to remind 2010 members to renew for this year
 - Develop a plan for reaching out to all public and academic Libraries to become Institutional members. Recruiting should begin in February.

II. Discussion Items

Nothing to Discuss at this time

III. Action Items

No Actions at this Time

Agenda Report Number:	4j
Committee	Nominating Committee
Chair:	Sharon McCaslin
MLA Board Meeting Date:	January 14, 2011

I. Information Items

Proposed names to the President for appointment to the Nominating Committee.

II. Discussion/ Action Items

The Nominating Committee needs guidance from the Board on interpretation of the new bylaws, Article V, Section 1. Nominations, which reads (in part) "The Nominating Committee shall annually present a slate of two or more nominees for President-Elect, and no fewer than five nominees for Member-At-Large positions to the Executive Board." It continues: "During the election following the approval of these bylaws, three Members-At-Large shall be elected to serve a one year term and three will be elected to serve a two year term." The committee needs to know the Board's preference on the following questions:

- (1) There has traditionally been an unwritten agreement that, in order to ensure fair representation, candidates for the office of President-Elect would be selected on a rotating basis, taking candidates from the various divisions, so that one year we have a public librarian, one year a special librarian, then an academic librarian, then a youth services librarian, etc. If this practice is to be maintained, this would be a year in which both (or more) candidates for President-Elect would come from academic or special libraries. Does the Board expect this practice to continue?
- (2) The size of the slate for the three one year terms is not specified in the bylaws. There are two current board members who were elected in contested elections to two year terms on the board (Neosha Mackey, treasurer, and Marian Davis, Member-At-Large) under the current bylaws. One would assume that the second year of their two year term would be completed by putting them into two of the three one year positions, assuming they are willing and able to continue on the board. Is that an accurate assumption? Alternatively, one could produce five candidates to compete for the one year slots, including these two if they are willing, but it seems appropriate to me that we should be only looking at a single one year position, with two candidates to run for that office. Again, I would like to know if that is an accurate assessment.
- (3) With the loss of the special libraries division and the change to communities of interest the traditional complaint that MLA is "all for public libraries" or "all for academic libraries" (or "all for whatever I am not") could easily become a serious problem, with no representation on the Board from a large segment of the membership. We are at a point where we could anticipate this problem, by starting another unwritten agreement that those board members elected in odd numbered years will be from academic or special libraries and those elected in even numbered years will be from public or youth services areas. This sounds reasonable to me (particularly since the two continuing board members are both from academic institutions, making it an easy decision to put into practice). I

need to know if following this guideline would be acceptable to the Board, or if some other interpretation of the bylaws is preferred.

In conclusion, I think I am seeking two candidates for President-Elect from academic or special libraries, two candidates for a single one year position on the board (also from academic libraries), and five candidates for three two year positions on the board (from public libraries or youth services areas). Please let me know if that is also what you are expecting.

Section 3 of Article V indicates that an election will be held. Will the running of this election be part of the responsibility of the Nominating Committee?

III. Action Items

Section 3 of Article V includes: "The Nominating Committee shall count the ballots prior to the Annual Business Meeting, and announce the results at the Annual Business Meeting, normally held during the Annual Conference." The Nominating Committee has been deliberately selected from widely dispersed geographic locations. Requiring a meeting between September 30 and October 3 to actually physically count ballots would be an undue hardship on committee members. Can this be changed to the appointment of a committee of tellers (from the location where ballots are sent)? Charging the committee chair to do this is another option, but it is not wise to have a single person counting the ballots. We have not yet purchased software to run the election electronically, so we may be able to work around this, but the committee would like to know the board's intentions.

Agenda Report Number:	4k
Committee:	Public Relations Committee
Chair:	Christina Pryor
MLA Board Meeting Date:	January 14, 2011

I. Information Items

- The PR Committee has developed an ongoing presence in the MOInfo newsletter by starting a column called MOInfo PR Times. The first article will appear in the January 2011 issue of MOInfo.
- The PR Committee has contacted Gerald Brooks and Bill Rodgers to offer assistance in promoting the Federal and State Legislative Days in February.

II. Discussion Items

- At the 2010 MLA Conference, the PR Committee discussed organizing another round of statewide tours of MLA/MLNC updates similar to the statewide tour completed by Sharon McCaslin and Tracy Byerly in 2010. The PR Committee requests feedback on the level of interest for repeating this series of events in 2011.

III. Action Items

- None to report at this time

Agenda Report Number:	41
Committee:	Publications Committee
Chair:	Kristine Helbling
MLA Board Meeting Date:	January 14, 2011

I. Information Items

Committee Members for 2011:

Kristine Helbling (Chair), Amber Donaldson, Marian Davis, John Baken, Chabha Hocine

II. Discussion Items

No discussion items

III. Action Items

No action items

Agenda Report Number:	5a
Special Interest Group:	CSRT
Chair:	Michelle Akins
MLA Board Meeting Date:	January 14, 2011

I. Information Items

Nothing new to report.

II. Discussion Items

Nothing new to discuss.

III. Action Items

Nothing new to report.

Agenda Report Number:	5a (i)
Special Interest Group:	Children's Service Round Table: Building Block Picture Award Committee
Chair:	Ron Freeman
MLA Board Meeting Date:	January 14, 2011

I. Information Items

II. Discussion Items

Note: The following question has been raised by the Chair of the Building Block Picture Award Committee (a committee of CSRT):

On January 28, the Committee is meeting in Columbia to select our 10 nominees for 2011. The way the process works is that the committee will narrow a list of potential nominees down to 30 at a Jan 14 meeting. Then, on Jan 28, we will read those 30 books aloud to a group of listeners who will select the final 10 nominees. In the past, we had this event catered and Margaret Booker took care of the finances. Because of the financial situation last year, the committee members pitched in and provided lunch out of our own pockets.

When Margaret's term expired, either she or Kimberly Reid gave a cd to Tracy Bell, then the Chair of the Building Blocks Committee. The only thing on the disk that I found pertinent to this discussion was an expense report from Feb 2009 until Sept 2009. I've attached that. Using that as a guide, this would be my estimated expenses:

Building Block lunch (previously held in Feb, now held in Jan) \$175
 Plaque for Building Block winner (this is the D Sport entry) \$100 (\$50 if there is one winner, \$100 if separate author and illustrator)
 Printing of Activity Sheets \$150
 Printing of 2011 specific bookmarks \$100
 Tradeshow Booth Fee for DESE Conference (in March- This has been paid already) \$100
 Tradeshow Booth Fee for MASL Conference (in April -- This has not been paid) \$100
 Tradeshow Booth Fee for MLA Conference (do we have to pay this?) \$100
 Postage and shipping \$150 (Sue Burton should have a more accurate estimate)
 Total \$975

As you can see, this estimate does not include mileage or lodging. It also does not include the printing of additional Building Block posters, stickers, or bookmarks (which I think we have a sufficient supply of, but Nancee can give a better estimate.) The bookmarks mentioned in the budget have been designed by Christie Schink and paid for by her library and (I think) Springfield Greene. This I don't find particularly fair.

I hope this very informal budget help. With regards to the original question about the Building Block luncheon, I want to stress again that we can chip in and bring sandwich fixings like we did last year. I was just trying to find out what sort of budget we had and whether any money had been budgeted for the lunch.

III. Action Items

Agenda Report Number:	5g
Special Interest Group:	Professionalism, Education, Employment & Recruitment
Chair:	Candice Oliver
MLA Board Meeting Date:	January 14, 2011

I. Information Items

Attending our annual meeting at the MLA Conference was Candice Oliver (2010/2011 Chair) and Anna Strackeljahn (2011 Vice-Chair).

We discussed:

The Bohley Scholarship; publicizing and recruiting applicants

The Bohley Auction; recruiting donors and bidders

Options for recruiting people into the "library world"; talk to recruitment counselors at MU

Mizzou meet & greet opportunity

"Day in the Library World" panel discussion with students; have management level speakers at a library school event

Sending out ALA Direct to PEERsig listserv

Goal of having 15 active members committed in 2011; keeping in line with Communities of Interest membership requirements

II. Discussion Items

For what it's worth, I believe the Bohley Scholarship and Auction should remain as duties of PEERsig. If PEER gets disbanded for lack of participation then a separate "committee/group" of people should be assigned to these events. I think we should differentiate the Bohley activities from other sigs, committees, etc. due to the specific nature of them.

Susan Wray and Susan Burton are going to coordinate the Bohley Auction for 2011. This should still be publicized as a PEER event as we will help in whatever ways they need. I'd like Anna S., PEER Vice-Chair to be involved so that she knows what is needed for 2012.

III. Action Items

We are still searching for a Recorder.

SIG Report Number:	5k
Special Interest Group:	Young Adult Services
Chair:	Sarah Wood
MLA Board Meeting Date:	January 14, 2011

I. Information Items

No items to report.

II. Discussion Items

None

III. Action Items

None

Other Reports Number:	6b
Appointed Position:	Archivist
Name:	Deborah Luchenbill
MLA Board Meeting Date:	January 14, 2011

I. Information Items

Committee and SIG chairs from 2010 still need to submit records for the archives, if not already done.

II. Discussion Items

Nothing to report

III. Action Items

Nothing to report

Other Reports Number:	6c
Appointed Position:	Webmaster
Name:	Carol Smith
MLA Board Meeting Date:	January 14, 2011

I. Information Items

Carol Smith assumed the role of MLA Webmaster on January 1, 2011.

An ad hoc web committee has been formed for 2011. This committee will support the work of the webmaster. Committee members are:

Marty Miller
Rebecca Clarke
Julia Draper
Carol Smith

The committee has set up a working wiki at mlawebcomm.pbworks.com (request view privileges if desired). They are beginning their work by taking “a tour” of other state library association web sites, and working to develop an improved site menu. The committee will be meeting virtually in late January to review this initial work.

A Drupal shell has been set up by MLNC for the web committee. The committee’s goal during 2011 is to transition the MLA website over to a Drupal platform. This will provide a more dynamic, feature-rich site, and will allow communities of interest to safely and securely maintain their own pages.

MLA web pages are currently being updated to reflect officer changes for 2011. This work should be completed by the time of the board meeting.

Some modest changes were made to the MLA homepage, to add more visual interest.

A new site section was added to promote and share information about MLA’s regional networking opportunities.

II. Discussion Items

None

III. Action Items

None

Other Reports Number:	6d
Management Service:	MLNC
Name:	Tracy Byerly
MLA Board Meeting Date:	January 14, 2011

I. Information Items

Acting under the MLA-MLA Association Management Services Agreement, MLNC has, in the area of financial management:

- Moved accounts receivable balance and begun collection of payments due
- Established primary contacts and communication channels between
- Established MLA member accounts in MLNC accounting system
- Structured the general ledger, chart of accounts
- Provided monthly accounting support for accounts payable, accounts receivable, bank reconciliation
- Prepared financial statements
- Prepared financial reports for board meetings
- Invoiced members
- Pay vendors (60 day payment term)

In the area of membership management, MLNC has:

- Established a MLA membership database
- Developed an online registration form and system
- Accepted membership payments via check and credit card
- Begun working with MLA membership renewal efforts

In the area of Legislative Advocacy Day, MLNC has:

Created and tested a LAD registration page and begun processing registrations

II. Discussion Items

III. Action Items