

**Missouri Library Association Board
July 24, 2015**

**Summary of Action Items and Minutes
Approved September 29, 2015**

Summary of Action Items:

- Approved motion to accept the *Audited Financial Statements* provided by Beard-Boehmer & Associates, PC.
- Approved amended minutes from April 17, 2015.
- Approved motion to create a task force of 2-5 members to develop and propose a new mission statement as well as a 3 year strategic plan. Task force will be tabled until after election of President-Elect.
- Approved motion that Christina look into MLA's participation/spearheading in declaring the Laura Ingalls Wilder House and Museum in Mansfield as a Literary Landmark.
- (Discussion of Executive Board Tuesday evening meeting. Considering inviting KLA Executive Board officers. Seth will investigate venue possibilities and budgets.)
- (Discussion of possible COI for small libraries: Eric will send an email to the general membership listserv and Rachel will post an announcement on the homepage of the website and on Facebook.)
- (Discussion on Room contracts. Rooms have now been booked at the Aladdin. We will not adjust the contracted rooms further than that already done for Tuesday night at the Crowne Plaza.)
- Approved motion to approve the proposed 2016 Conference budget.
- Approved motion approve MLA's sponsorship of an ALA Emerging Leader.

1) Roll Call:

Meeting began at 10:30 a.m. with roll call: Chris Pryor, Katy Smith, Dan Brower, Jodie Bogerding, Maureen Willman, Christina Prucha, Gerald Brooks, Tracy Byerly, Keith Gaertner, Linda Elkow, Megan Bryant, Seth Hershberger, Eric Petersen, Cindy Grant, Jennifer Peters, Stacy Hisle-Chaudri, Vicky Baker, Rachel Brekhus, Jack Beard (guest), Erin Gray, Renee Brumett, and Rob Hallis.

Quorum attained.

- 2) Jack Beard, auditor from Beard-Boehmer & Associates, PC, presented the submitted July 16, 2015 report on the audit of the financial statements of MLA, *Audited Financial Statements* for calendar years 2014 (Audited) and 2013 (Reviewed). Report was included in the Board Packet.
- a) Beard-Boehmer completed the audit for calendar year 2014 and has also provided reviews for the last several years and has appreciated the help from Amigos.
 - b) 2014 was an audit—it is more in-depth than a review, includes:
 - i) No conflict of interest letters
 - ii) Confirm bank balances
 - iii) Trace documents such as invoices and bills
 - c) Pgs.1-2 Independent Auditor's Report:
 - i) Responsibilities of the auditors as well as the responsibilities of MLA in the audit process
 - ii) Opinion of a clean report—no exceptions or findings

- iii) Notation that calendar year 2014 was audited and calendar 2013 was reviewed and that there are differences between those two services.
 - d) Pg.3 Statement of Financial Position:
 - i) Assets: noted that balance sheet went up approximately \$7000 in assets, primarily in cash
 - ii) Liabilities: dropped, although MLA does not have much in the way of liabilities
 - iii) Net Assets: the remainder after what you owe and who you owe it to
 - e) Pg. 4 Statement of Activities:
 - i) What were your sources of revenue and then where did you spend your money
 - ii) Revenue stayed about the same
 - iii) Expenses did also, only dropped by about \$2000.
 - iv) Everything looked consistent and raised no questions or attracted attention when the testing and analytics were run.
 - f) Pg. 6 (skipping odd pages on 2013) Statement of Functional Expenses—where did you spend your money by classification and by program.
 - i) Big change between 2014 and 2013 noted in that we did not have insurance previously and added it in 2014. Other than that, the years were consistent.
 - g) Pg. 8 Statement of Cash Flows: where did money come from, where did it go.
 - i) Cash flow primarily comes from the day to day operations (membership dues, conference fees) as well as dividends.
 - h) Pgs. 9-11 Notes to Financial Statements—these give reader more information explaining the raw numbers, the characteristics of the organization, and the accounting method (accrual basis).
 - i) There were no questions or further discussion
 - j) Motion made to accept the *Audited Financial Statements*; seconded: 8 assenting, 0 dissenting; motion APPROVED.
- 3) Motion to approve minutes from April 17, 2015 as amended—Strike second “motion to” in the last item in the Summary of Action Items—seconded: 8 assenting, 0 dissenting; motion APPROVED.
- 4) Reports from Executive Board:
- a) President: Christina Prucha:
 - i) Information items:
 - (1) Christina is assembling the 2017 Site Selection Committee, Jean Sullivan will be the MOREnet representative and Sue Pruchnicki At Bond Architects (thank you, Chris Pryor!) will serve as an individual vendor representative. The only unfilled position is that of President-Elect, and that will be decided later this meeting. Selection meetings may take place in August or September as the convention centers are quickly filling.
 - (2) Thanks to Dan, the 2016 Board Retreat for current and incoming Executive Board members has been scheduled at the Central Library in Room 312 from 10-2 on Tuesday, September 30th.
 - (3) Christina is working with Gerald Brooks, Barbara Reading, Mary Beth Revels, and Becky Wilcox Wilson (President of MPLD) and MALA to create short, 2-3 minute how-to advocacy videos such as “how to bring your senator into your library”, “how to find out what your representative is interested in”, and “how to build a relationship with your legislator”. MALA will host the videos on their website. Videos will be available to the MLA membership at large. The purpose is to spark interest in advocacy now so that relationships will have been built before February’s Advocacy Day.
 - (4) Also, in Dan’s report, but wanted to mention: Dan and Kelly have had multiple requests for rooms for Tuesday night of conference. Approved 120 rooms for Tuesday night at MLA/KLA due to the demand. As of Friday, 32 rooms have been booked, 10 more than the original allocation of 20 rooms.

ii) Discussion items:

(1) Christina proposed that MLA produce a 3-5 year plan. MLA has recently followed a year to year plan—is the time right for something more.

(a) Points:

- (i) We are now more stable, it is time to start looking ahead instead of just year to year.
 - (ii) Such a plan will provide a starting point for incoming officers and allow them to keep momentum going rather than recreating the wheel.
 - (iii) A 3 year plan may be better due to the increasing pace of change
 - (iv) We may want to focus on a few strategic directions, become streamlined and consistent regarding initiatives, etc.
 - (v) Getting “our house” in order may lead to increased membership as well as collaboration with other groups who distanced themselves in the last five or so years.
 - (vi) We need to promote the idea that MLA is for every library and for everyone affiliated with libraries—it’s all about the libraries of the state of Missouri.
 - (vii) Would provide a sense of stability, transparency, and accountability for the organization.
 - (viii) Motion made to create a task force of 2-5 members to develop and propose a 3 year strategic plan; seconded: 8 assenting, 0 dissenting; motion APPROVED.
 - (ix) Committee should be headed by the President-Elect and composed of other members outside of the Executive Board. Issue is tabled until after the President-Elect is in position.
- (2) Mission Statement: Our current Mission statement is dated: it refers to the “new millennium.” Additionally, that which is described as such on our web site is not really a mission statement, but more of a history of MLA. Christina proposed that the Executive Board create a task force to craft a new mission statement. Points:
- (3) This be the same task force as that which develops the strategic plan.
- (4) Task force should first focus on the mission statement—the mission statement should drive the strategic plan. This topic will also be tabled until the President-Elect is in position.

iii) Action Items:

- (1) Prompted by a comment left on the website (copy of comment included in Board Packet). Some history: Literary Landmarks is a program of the Friends and Trustees Division of ALA. They recognize literary landmarks with a plaque. Missouri only has two such designations: Mark Twain’s boyhood home and Kate Chopin’s home.
- (a) Should MLA look into assisting in finding a way to nominate and find a sponsor or create a GoFundMe site for the Laura Ingalls Wilder House and Museum in Mansfield?
 - (b) Cost is \$800; but perhaps we could partner with Harper Collins (publisher of the Little House series) or create a GoFundMe site for public participation with any funds above the \$800 cost going to the Museum for ongoing upkeep.
 - (c) Jodie and Sara Nielsen (St. Charles City-County) were involved with the 2010 ReadMOre program. At that time, ReadMore and the Hannibal Free Public Library partnered with the Missouri Humanities Council on the designation of the Mark Twain Boyhood home.
 - (d) R.R. Donnelly, a small publisher with a Missouri base, has been known to donate money to libraries for similar pursuits.
 - (e) The Missouri Humanities Council included a multi-page article about Laura Ingalls Wilder in a recent issue of their publication. There is also a new executive director at

MHC who might welcome such a pursuit. This might be a good time to request their participation.

- (f) Will this create a precedent that we may not be able to continue? That might be a positive problem but something to think about.
 - (g) Part of MLA Awards Committee scope? It would then have to be completely within MLA and would be a yearly event—we could not sustain this without outside contribution.
 - (h) Motion made that Christina look into MLA's participation/spearheading in declaring the Laura Ingalls Wilder House and Museum in Mansfield as a Literary Landmark; seconded: 8 assenting, 0 dissenting; motion APPROVED.
- (2) September 30, 2015 Executive Board Meeting –An interesting situation presents itself. Typically, we hold conferences in hotels and we have a room Tuesday night for the Executive Board meeting. This year, we're at the Convention Center and nothing has been done about the Board meeting yet. Two questions:
- (a) Do we approach the Crowne Plaza about a room and catering for the evening or do we go elsewhere?
 - (i) We should be able to get a room at Crowne Plaza at a discount.
 - (b) We usually invite our keynote speakers. Do we want to invite our Kansas Board colleagues as well?
 - (i) Executive Board meetings are open for any attendance.
 - (ii) KLA does not usually meet before conference, but as part of the general membership meeting. They schedule monthly meetings, but, as they cancel two out of 3 meetings, they usually meet quarterly—similarly to MLA. They did not meet in June or July; they will probably meet in August.
 - (iii) Our executive board meeting is usually not business-g geared.
 - (iv) Also an option of using a dining room in a restaurant downtown.
 - (v) Webster University has a KC campus, however, it is approximately 30 minutes from the conference site.
 - (vi) Hotel Phillips has a restaurant on the first floor, the 12th Baltimore, which would be appropriate—but pricey.
 - (vii) Seth volunteered to find a venue and restaurant in KC. Need approximate budget and number of guests.
 - (viii) KLA has six officers—and many chairs, etc. We could limit to the six executive board officers.
 - (ix) MLA invites our committee heads, keynote speaker(s), State Librarian as well as executive board—at least 30-40 people.
 - (x) Timeline—finish retreat about 2:00 pm and then dinner meeting approximately 5:00 pm.

b) President-Elect: Position currently vacant pending outcome of special election: no report.

c) Treasurer: Seth Hershberger: Nothing beyond written report. Written Report:

i) Information Items:

(1) Approved Payments April – June 2015

- (a) Ararmark \$1312 75% down payment contract bar services (\$656 - half of the down payment - was reimbursed to MLA by KLA)
- (b) Christina Prucha \$980.05, NLLD expenses
- (c) Christian Prucha \$179.20 MASL conference
- (d) RJ Scherr \$833.33, MLA consultant
- (e) RJ Scherr \$920.26, MLA consultant
- (f) RJ Scherr \$833.33, MLA consultant

- (g) Minuteman Press \$175 for MLA membership brochures
- (2) Financial Reports
 - (a) April 30, 2015
 - (b) May 31, 2015
 - (c) June 30, 2015
- (3) Audit
 - (a) Draft Audit Report
 - (b) Audit Communication Letter
 - (c) Representation Letter
- (4) Tax Filings
 - (a) Signature Authorization (8879-EO) for last quarter
 - (b) Income Tax Exemption (990-EZ) for last quarter
- i) Action Items: Audit already approved, no other action items.
- ii) Note: Seth thanked Eric, they have been working as a team putting together the Treasurer's Report.

- d) Secretary: Katy Smith, no report other than the Minutes from the last meeting.

- e) Member-at-Large: Chris Pryor, no report as Member-at-Large.

- f) Member-at-Large: Jodie Borgerding, no report.

- g) Member-at-Large: Eric Petersen: Nothing to add to written report. Written Report:
 - i) Petersen met on June 24th with Stephen Chalmers, Manager of Excelsior Springs Branch of Mid-Continent Public Library; Steve Meyer, Director of Ray County Public Library; and Rochelle McCaulley, Assistant Director of Ray County Public Library about increasing membership/involvement in MLA among rural public library staff. All appreciated the benefits of conference attendance for their staff, and they stressed that they would encourage membership the more it serves as a conference registration discount. Meyer suggested that more library directors help with state-level library lobbying in the wake of the unfortunate events this legislative term.
 - ii) Petersen met with Hershberger on July 16th to again review the Treasurer's responsibilities.
 - iii) Christina thanked Eric for his work with the rural small libraries and asked if the formation of a Community of Interest for them would be feasible and of benefit? Referred to Chris Pryor as Membership Chair—this might be something to pursue to offer small libraries and their staff as a benefit of MLA membership.
 - (1) Such a COI would not need to be limited to small, rural public libraries—their issues are often similar to the issues faced by small academic and special libraries, as well.
 - (2) Could they have a listserv to get the discussion started before a COI is actually formed?
 - (3) Amigos provides the listserv service, but no longer hosts it--it is via the cloud and costs \$250 per list per set-up plus added fees per transaction/message.
 - (4) Could announce on the website and via Facebook to create a forum, maybe through Google groups to gauge interest among smaller libraries?
 - (5) Is the purpose to provide benefit for current members or to entice new members? Those who are not currently members would not have access to the information.
 - (6) Eric will email on the general listserv and see what kind of response he gets
 - (7) Rachel will put the information on the front-page of the website and on Facebook.

- h) Member-at-Large: Cindy Stewart Grant, no report.

- i) ALA Councilor: Regina Cooper: Written Report:

- i) Information Items:
 - (1) ALA Annual Conference in San Francisco had a total of 22,363 attendees
 - (2) Two of our members were honored at the ALA Annual Conference in San Francisco:
 - (a) Scott Ferguson, Director of the Ferguson Municipal Library, was honored at the Public Library Association Welcome Breakfast and was the recipient of the Lemony Snicket Prize for Noble Librarians Faced with Adversity.
 - (b) Pam Klipsch, Director of the Jefferson County Library, was awarded the 2015 John Phillip Immroth Memorial Award for Intellectual Freedom.
 - (3) Resolutions passed by the ALA Council included those:
 - (a) denouncing the systemic racism that motivated the South Carolina shootings
 - (b) on the importance of sustainable libraries
 - (c) on improving access to Spanish, bilingual & books in various languages for children in detention centers
 - (d) to endorse statements from the Movement for Black Lives on the Charleston shooting
 - (e) on gun violence
 - (f) The full resolutions can be found online at ALAConnect.

- 4) Reports from Committees
 - a) 2015 Conference: Dan Brower, Chair report: Written report with additions:
 - i) Information Items:
 - (1) Our negotiation with Green Wave Technology (internet) has been contentious. Originally negotiated \$20,000; they came back and said that was only for the 2505 rooms—only one section of the conference center—twice as much if we had wanted to expand. Fortunately, Dan had kept an email that Greenway had sent stating \$20,000 for entire conference center and the exhibit hall. Hopefully, that contract will arrive today.
 - (2) Taken out hardline drop since we will not have a dedicated room for MOREnet. They will still be at conference, still have a booth; they will just not offer the training room this year.
 - (3) Another Dimension contract for Audio/Visual has just been received. They gave us a huge discount on microphone mixers, etc.
 - (4) Session breakdown:
 - (a) 100 breakout sessions, 27 poster sessions, 10 table talks, 8 pre-conferences (\$10 each)
 - (b) 8 tracks for attendee guidance – Leadership, Readers’ Advisory, Tech Services, Programming, Academic, User Services, Careers, Youth Services
 - (c) 1 Track for other quality sessions (Technology, marketing, general)
 - (d) Professional headshots available near the exhibit hall
 - (5) Vendors and Sponsors:
 - (a) 59 vendors registered for a total of \$29,300 as of 07/17/2015.
 - (b) 52% to our goal of \$56,250.
 - (c) 2 exhibitor demos., \$200
 - (d) 4 ads (full-page) ads sold, \$1,600
 - (e) Sponsors – SISLT is sponsoring the Opening Reception, we have 1 (out of 3) conference bag sponsor, lanyard sponsor, conference break sponsor, and children’s luncheon sponsor.
 - (6) 103 Attendee Registrations (as of 7/17/2015)—probably more by today!
 - (a) Individual MLA – 57
 - (b) Individual KLA – 27
 - (c) Student – 13
 - (d) Non-Member – 4
 - (e) One-Day – 2

- (f) T-Shirts – 28 shirts
 - (g) Mentor Program (6 mentors, 2 mentees as of 7/17; 4 mentees as of today)
 - (h) After 4 weeks last year, we had 40 registrations (58% more this year)
 - (i) Linda has sent him weekly statistics on registration last year with which Kelly and Dan can compare the current numbers and better judge when pushes should be made.
- (7) All contracts have been secured!
- (8) There will be no streaming option because of bandwidth costs. Seth Moses and Dylan Little of Mid-Continent Public Library are working on selecting sessions to be pre-recorded to be accessible after the conference as a virtual component. Currently, there are 35—22 before and 13 at the conference, including the “Transforming Communities in Crisis” Pre-Conference with Scott Bonner of Ferguson Public Library, Jacque Gage of Joplin Public Library, Stephanie Bailey from Red Bridge Branch of Mid-Continent (formerly of Johnson County) and representatives from FEMA/CERT.
- (9) As noted in the President’s report, we have signed an addendum with the Crowne Plaza to add 100 more rooms on Tuesday night. When the contract was originally drafted, there were only 20 rooms reserved. We now have 32, not counting about 20 rooms for the Southeast Kansas Library System alone.
- (10) Current room reservations: CP – 244 (549), Hotel Phillips – 23 (225), Aladdin – 0 (120)
- (11) Meals: Will be a bit different this year, attendance numbers as of 07/17/2015 italicized in parentheses:
- (a) Combined CULS & MACRL luncheon (11)
 - (b) YSCI & Youth Service Section worked together for the 2 traditionally youth-themed meals:
 - (i) YSCI kept the children’s luncheon (8)
 - (ii) KS’s Youth Services Section worked with their Public Library Section to have the breakfast host a local author, Greg Kincaid. (3)
 - (c) Kansas and Missouri will each have a State Librarian’s Luncheon.
 - (i) Kansas traditionally hosts this and their librarian gives a state of the Kansas Libraries address. (17)
 - (ii) Missouri will do the same this year, and Barbara will speak about the state library and Missouri libraries. (5)
 - (iii) The annual business meetings will follow these luncheons on Friday afternoon.
 - (d) Instead of an Awards Banquet, Kansas and Missouri are combining awards in a reception open to all attendees on Thursday night. There will be no charge, but there will be hors d'oeuvre and a cash bar.
 - (e) Instead of Battledecks on Thursday night, there will be a Trivia Night held in the Salon Room D of the Crowne Plaza. There will be light appetizers and a cash bar. Proceeds will be split in half—MLA proceeds will go to the Bohley Scholarship; KLA’s will go to their counterpoint, the Kansas Library Association Educational Foundation.
 - (f) SISLT of University of Missouri will be the exclusive sponsor of the opening reception.
- (12) Speakers:
- (a) Peter Morville – Opening Keynote
 - (b) William Ottens – Closing Keynote
 - (c) Trevor A. Dawes – CULS/MACRL
 - (d) Bridget Heos (Missouri Building Block Award Winning Author)– Children’s Luncheon
 - (e) Greg Kincaid – Local Author Breakfast
 - (f) Gayle Harper – FoKL/KLTA Luncheon

(g) Scott Bonner, Jacque Gage, Stephanie Bailey – Communities in Crisis Pre-conference

ii) Discussion Items:

(1) Should we increase rooms on Wednesday and Thursday nights? We still have rooms at Hotel Phillips and Aladdin, too (see below). CP – 244 (549), Hotel Phillips – 23 (225), Aladdin – 0 (120). Should we increase rooms on Wednesday and Thursday nights? We still have rooms at Hotel Phillips and Aladdin, too (see below). At time of report, there were no rooms booked at the Aladdin (probably due to the greater cost). If we have 0 booked at the Aladdin by Sept. 15, they can null the contract. However, if we do have rooms booked, we will be responsible for 60% the rooms—436 (CP), 135 (HP), and 84 (A) rooms. Discussion—should we pull the Aladdin contract?

(a) That will leave us with only 300 rooms on Wednesday and Thursday.

(b) We can up the rooms at the other two hotels without the risk.

(c) If hotels are full, late bookers would be on their own—this is what ALA does.

(d) Rachel and others have booked at Aladdin, so the question is moot. We'll stay with what we've got.

Crowne Plaza	Tuesday	Wednesday	Thursday	Friday
Contracted	120	200	200	5
Pick-up	32	99	97	8
Remaining	88	101	103	-

Hotel Phillips	Tuesday	Wednesday	Thursday	Friday
Contracted	20	100	100	5
Pick-up	6	8	8	1
Remaining	14	92	92	4

Aladdin	Tuesday	Wednesday	Thursday	Friday
Contracted	0	60	60	0
Pick-up	0	0	0	0
Remaining	-	60	60	-

b) 2016 Conference: Erin Gray and Renee Brumett, Co-Chairs, report:

i) Action item: Proposed 2016 Conference Budget (included in Board Packet) presented for review. Budget was with past conferences in mind and was also run by Linda and Keith of Amigos for feedback.

(1) Awards Banquet:

(a) Since the 2015 Awards will be free, it may be hard to reach an acceptable level of participation (75 anticipated) for the 2016 Awards which will return to the Banquet format with a meal ticket charge of \$40.

(b) St. Louis Conference Awards Banquet was \$40 per meal ticket and there were 40-50 attendees.

(c) If net for 2016 is \$750, perhaps the ticket could be dropped \$5?

(d) This is just proposed, but there will definitely be places where there will be adjustments.

(2) Under conference income, meal tickets and sponsorship are both listed, then there is another sponsor line. These are two different types of sponsorships.

- (3) If Trivia Night is a success, another Trivia Night would be considered in lieu of Battledecks.
 - (4) Conference Profit—is not per the Treasurer’s recommendation, it is a best estimate
 - (5) Because of “free” booths, such as Bohley, there will be set-up charges for some booths without expected income.
 - (c) Motion made to approve the 2016 Conference proposed budget; seconded: 8 assenting, 0 dissenting; motion APPROVED.
- c) Awards: Maureen Willman, Chair, written report with additions:
- i) Information Items:
 - (1) Nominations for MLA Awards have begun. The nomination period was pushed back from June 1 – July 1 to July 1 – August 1, with approval from MLA President Christina Prucha, due to a delay with new nomination forms on molib.org. All links are now live.
 - ii) Action Items:
 - (1) Approve sponsorship of ALA Emerging Leader. We have not yet done so. MLA historically sponsors an Emerging Leader each year. According to the ALA website, "Emerging leader sponsor provides financial support of at least \$1,000 (\$500 per conference) for each Emerging Leader chosen as your individual participant. Sponsors can be any unit of ALA, including Divisions, Round Tables, Chapters, Affiliates, or any Individual."Should we do this again this year.
 - (2) Motion made to approve MLA’s sponsorship of an ALA Emerging Leader; seconded: 8 assenting, 0 dissenting; motion APPROVED.
- d) Budget & Finance: No report.
- e) Bylaws & Handbook: Alice Ruleman, Chair, Written report:
- i) Information Items: 3 Bylaws changes (as provided in side-by-side tabular comparison with current 2015 bylaws language) will be published in MOInfo and will be voted on by the membership via electronic/paper ballot starting August 1. Christina reported that she and Rebecca van Kniest are working with Amigos on the ballot.
- f) Intellectual Freedom: Rob Hallis, Chair, report:
- i) Information Items:
 - (1) Happy to welcome new member with interest in Copyright, Crystal Bauer.
- b) Legislative: Gerald Brooks, Chair:
- i) Information items:
 - (a) The Legislative Committee has sent out email requests for MLA members to contact Sen. McCaskill (member of the Congressional Committee sponsoring the Fair Access to Science and Technology Research Act [FASTR]) to express support for the FASTR legislation. The Legislative Committee will continue to monitor its progress.
 - (b) Tom Cooper has agreed to join the Legislative Committee.
 - (c) Christina and Gerald will be meeting with Jim Schmidt so that Gerald can take over for Jim who is now overseeing exciting new construction with Springfield-Greene County Library. Gerald is only doing this short-term, we need someone to come in in 2017.
 - (d) Gerald plans to meet with Randy Scherr.
- c) Membership: Christina Pryor, Chair, report:
- i) Information items highlighted from written report sent after packet:
 - (1) Membership numbers as of 7/17/2015

- (a) Individual: 373 (377 through June 30, 2014)
 - (b) Institutional: 58 (57 through June 30, 2014)
 - (2) Heidi Vix and Rebecca Van Kniest wrote an email to be sent to the lapsed individual members. Linda at Amigos (thank you, Amigos!) is in the process of sending these renewal reminders out under Christina Prucha's name.
 - (3) The Membership Committee met via conference call July 17th and has been working on several activities since this point. The Committee plans to meet again in mid to late-August.
 - (4) At our July meeting the Committee received an update on the efforts to reach out to engage members on social media. This has not really received much response on Facebook so we have suspended this effort.
 - (5) The Committee discussed that there seems to be some confusion when students sign up for the ALA/MLA joint memberships. The individual does receive a welcome email from ALA but they do not receive any direct communication from MLA. The Committee is going to investigate ways to address this.
 - (6) The Committee is going to explore ways to reach out to vendors to become members of MLA.
 - (7) The Membership Committee is in the process of planning the Meet and Greet event that will take place at the Annual Conference.
- d) Nominating: Gerald Brooks, Chair:
- i) Information Items:
 - (1) Happy to report that we have three candidates for President Elect for 2016:
 - (a) Vicky Baker from Mid-Continent
 - (b) Candice Oliver from Municipal Library Consortium
 - (c) Christy Schink from Scenic Regional Library
 - (2) Six candidates for Member-at-Large:
 - (a) Meredith McCarthy from Jefferson County
 - (b) Jennifer Peters from Rockhurst
 - (c) Katie Schneider from Mid-Continent
 - (d) Nancee Dahms-Stinson from Springfield-Green
 - (e) Mary Beth Revels from St. Joseph Public Library
 - (f) Elizabeth Hemke Shapiro
 - (3) Ballots will soon be available!
- e) Media and Publications Committee, Anna Strackeljahn, Chair: No report.
- f) Community of Interest Council: Jennifer Peters, Chair: Report
- i) PEER reported that the Bohley scholarship application deadline was July 1. The Review of the candidates has begun, and the winner will be announced by August 31 per the bylaws.
- g) PEER CI, Anna Strackeljahn, Chair:
- i) Reported above.
- 5) Other Reports
- a) Archivist: Stacy Hisle-Chaudri, no report.
 - b) Webmaster: Rachel Brekhus:
 - i) Information items:
 - (1) FYI regarding Jobline—we've been receiving corrected copy, often when an intermediary sends in the ad. Although the correction was quickly made on the website,

the Facebook page had already been seen by a large number of people who were confused by conflicting information. Rachel will be contacting the Social Media sub-committee and the Media and Publications Committee regarding this issue.

- c) Missouri State Librarian: Barbara Reading, no report.
 - i) Sent an email to Christina regarding the State aid. Christina will send email to Katy to add to the official minutes.
 - ii) Email: "Our main news is the work we will be doing to try to restore the State Aid and REAL Program appropriations. I have also started jotting down ideas for the State Librarian's luncheon on 10/2 at the conference."

- d) Management Service (Amigos): Keith Gaertner, No report beyond the Written Report:
 - i) Information Items:
 - (1) Advised MLA Board President about the resignation of the President-Elect. Assisted with setting up the Apple Developer account.
 - (2) Keith attended the onsite meeting in Kansas City for the 2015 conference. Amigos staff visited with the co-chairs for the 2016 conference.
 - (3) Amigos staff visited with the MLA President.
 - (4) Answered auditor's questions and reviewed the draft audit. Current tasks for KLA/MLA Conference Vendor registration include:
 - (5) Made recommendations about rearranging the Trade show layout, holding booths in reserve.
 - (6) Processing vendor registrations and sending weekly vendor registration report. Sending out vendor confirmation emails and responding to vendor queries about registration/payment issues.
 - (7) Forwarding vendor queries to vendor committee chairs or conference chair as appropriate. Processing payments by PayPal and check.
 - (8) Current tasks for KLA/MLA Conference attendee registration include: Process attendee registrations and send weekly registration report.
 - (9) Respond to attendee emails and phone calls about payment issues, additional items added to registration, and so on.
 - (10) Processing payments by PayPal and check.
 - (11) Current and completed tasks for Performers Showcase registration.
 - (12) Set up EZregister site for Performers Showcase registration. Processed registrations and payments
 - (13) Currently processing upgrades to registration, refunds to declined registration.
 - (14) Sending out email renewal reminders to 2014 members who have not renewed for 2015. Tracy, Keith, Linda and Megan attended April Board meeting.
 - (15) Continued Processing:
 - (a) Continued to process MLA membership registrations.
 - (b) Continued to issue monthly membership reports to appropriate Board officers and committee chairs.
 - (c) Continued to process Jobline invoices and keep shared Google spreadsheet updated
 - (d) Continued to process PayPal and check payments for membership, Jobline and other registrations.
 - (e) Continued processing of accounts payable, getting approval from treasurer for payments, processing checks and keeping audit lead sheet up to date.
 - (f) Continued issuing of monthly financial statement.
 - (g) Continued sending out the "Call for Docs" for Board Meetings, monitoring submissions from Board and Committee chairs, developing and sending out the Board Documents in a timely manner for each Board meeting.

- (h) Continued to respond to email and phone queries, responding directly or forwarding to MLA Board or committee chairs as appropriate.
 - (i) Continued to forward mail to Board or committee chairs as appropriate.
- 6) Unfinished Business:
- a) Tracy provided input regarding the bylaws changes:
 - i) Regarding Board Report, Section 5.e, the replacement language for Article 4 Officers: Recommend removing the “an interim” and “unexpired.” This would clean up the bylaw for appointing an officer for the remainder of a term.
 - ii) Next year might want to think about adding “resignation” to the list of absence or inability of the President to fulfill his/her duties. This would make it clear that that the person would step in right then and there.
 - iii) Regarding (i), this has already gone out to the membership via MOInfo. We will update via email:
 - (1) “...vacancy on the Executive Board shall be filled by appointment by the President with the approval of the Executive Board who shall serve the remainder of the term.”
- 7) New Business: none.
- 8) Comments from Guests: none.
- a) Announcements: none.
- 9) Adjournment by acclamation, 12:05 pm.
- 10) Executive Session: Election of President Elect. Candidates were announced, ballots were distributed and completed electronically with help from Amigos. Amigos will contact the Executive Board with the results.

Minutes respectfully submitted,



Katy Smith