

Corrections to November Minutes  
Approved January 29, 2016

If it please the board, I'd like to read the corrections and then ask for a motion to approve, then discuss any questions/additions/subtractions, etc.

Page 4 of the Board packet (Thank you to Vicky for the idea and Linda for making it happen!)

1. In roll call,
  - a. Katie Davis should be Tiffany Davis
  - b. Add as attending: Gerald Brooks, Anna Strackeljahn, Keith Gaertner, Tracy Byerly, Linda Elkow, and Megan Bryant
2. President Elect's Report:
  - a. Strike "development" and replace with "list rental" before "is being considered as a way to generate funds". Add the statement: No action taken, the Board declined to make a motion on the issue.
  - b. Add to discussion on meeting dates: The Executive Board approved the 2016 Meeting Dates.
  - c. Add to discussion on the Conflict of Interest "ultimately, the Board decided that the policy needs more work and appointed C. Prucha, J. Borgerding, and T. Byerly to work on the document and to send it to the board for further consideration.
  - d. Add to motion to approve the list of 2016 Committee Chairs: Motion to approved 2016 Committee Chairs approved 7 to 0.
  - e. Update the motion by J.B. regarding signature authority to: that Jodie Borgerding (President), Eric Petersen (Treasurer), Mary Beth Revels (Assistant Treasurer), and Tracy Byerly (Amigos Business Agent) and strike Keith Gaertner (Amigos Business Agent) have signature authority on the following Missouri Library Accounts:
    1. Commerce checking account ending in 8897
    2. Schmidt Fund money market account ending in 1056
    3. Board Fund money market account ending in 1134
    4. Bohley Fund money market account ending in 1133
    5. T Rowe Price account ending in 5140

And that Tracy Byerly have online access to all accounts.

Additionally, add statement that the board approved the motion unanimously.

3. Under 2015 Conference report:
  - a. Add to discussion of discounted registration for volunteers the statement: "Ultimately, there was no consensus on the question of discounted registrations for volunteers other than to say that the question needs to be handled on a yearly basis and that whatever is decided must be clearly communicated in a timely manner.

- b. Add to discussion of Performers' Showcase the statement: The board tabled the auction item and instead agreed with Dan Brower's suggestion that holding the Performers' Showcase is worth the effort, but that any money that the organization puts into the event needs to be recovered.
    - c. Add to discussion of Audio Visual companies that the Board agreed with Dan Brower's suggestion that if MLA wants to look at a new AV company, Another Dimension should be contacted. The services provided in Kansas City were good.
4. Under 2017 Conference Report:
  - a. Add the Site Selection committee name and the individual members: Justin Megahan, Anna Strackeljahn, Dan Brower, Erin Gray, Lauren Williams, Angela Scott, Christina Prucha, Gerald Brooks, Jodie Borgerding, Tracy Byerly, and Sue Pruchnicki.
  - b. Add the site options: Hitlon at the Ballpark, Sheraton Westport Lake Chalet, and Renaissance at the Airport.
  - c. Add board unanimously approved motion to host the 2017 MLA Conference at the Sheraton Westport Lake Chalet in St. Louis.
5. Under Budget and Finance discussion concerning the Community of Interests funding that the board unanimously approved the motion to include the COI chair on the budget and Finance Committee.
6. Under presentation of the 2016 Budget, correct 2015 budget review to 2016 budget approval and add the statement, the Board unanimously approved the proposed 2016 budget.
7. Under the discussion on updating the CI funding request Form, add the statement, the Board approved the change to the Community of Interest Funding Request Form.
8. Under the discussion of the contract with Amigos, add the statement, The board approved renewing the contract with Amigos with one abstention.
9. As the Legislative Agenda Update results were finalized post-meeting, I request that these items be stricken from the November minutes and officially recorded in the January minutes during the Secretary report.
10. Lastly, I request permission to add a summary of the motions before the roll call and to make necessary spelling corrections, particularly in members' names.

Respectfully Submitted,



Katy Smith, Recording Secretary

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MLA Board Minutes  
11-13-2015

Meeting Called to Order 10:38 AM

Roll Call:

Katie Davis

Christina Prucha

Jodie Borgerding

Christina Pryor

Eric Petersen

Seth Hershberger

Cindy Stewart Grant

Jennifer Peters - CI Chair

Alice Ruleman

?

?

?

Barbara Reading

Vicky Baker

Stacy Heisel Chaudri

Guest: Susan Burton of MALA

Minutes from last meeting -

Melanie Church -Tech Services COi - can help add minutes online

Springfield ONLINE now

Nancy Dahm Stinson

Eryn Grey

Renee Brummet

Corrections to minutes? None

Minutes Accepted by Acclimation.

C. Prucha -MLA Snapshot Day was successful. 100s of photos and descriptions of what libraries do will be taken to Jeff City on Advocacy Day. Many thanks to all I've had the opportunity with which I've had the pleasure to work.

Jodie B - Tour of the Oasis in Springfield with current coordinators. Has reviewed the various versions of conference planning task books. 11-18-15 is the next meeting. Storify may be a good platform to utilize for other events. Discussion about Joplin as a possible future location. Post tornado condition seems not to be ready for a whole convention. Essentially not enough meeting space ready for the MLA conference. Strategic Plan process -Task Force will be forming shortly. She will meet with MLAJKLA joint conference committee to determine whether this should happen again soon - meeting date is 12/3 or 12/4. A new review of the MLA Handbook will be done. The PR committee is referenced in the handbook but is no longer in existence - was rolled into the Media & Publications Committee. Membership development is being considered as a way to generate funds (renting or selling the membership list).

Gerald - Is that something the membership would have to vote on?

J.Peters - Last year we included that as a sponsorship level perk. Vendors requested this access.

J. Borgerding - Is this an issue we want to pursue further?

Action Items

2016 Dates proposed in packet.

1/29, 4/15, 7/15, 10/4, 11/18 -all Fridays.

No Discussion.

C. Pryor Motioned to approve.

T. Davis seconded.

Vote of board = 7 in favor - all in favor.

Video conference location options. Is a site available in St. Jo for Mary Beth Revels?

C. Grant - Yes, Rolling Hills in St. Joseph does have capability.

J. Borgerding - Transparency is the ultimate goal of the board. Conflict of Interest Policy and Form discussion.

V. Baker - Verify that the list of people listed in first line of policy includes all members of each committee. Please also interpret the paragraph about compensation from MLA and one of its units. I'm concerned how MALA fits here.

J. Peters - Am concerned that the awards and scholarships can't be given to existing COI leaders or members of COI.

J. Borgerding - We need to reword this.

Gerald - This excludes expenses that leads to MLA...

J. Borgerding - Discussion

A. Strackejahn - Discussion

C. Prucha - We could spell this out in the scholarship application and the handbook.

J. Borgerding - We are saying that reimbursements do not apply in this paragraph

T. Byerly - Amigos can review all of this for accuracy and grammar.

S. Hershberger - I think it should only list the voting board members be excluded from awards and not lower level MLA leadership.

Gerald - Concern over the term executive board officers

T. Byerly - Using the word officers brings in confusion as to who this applies to.

Gerald - We voted away the Executive Board 4 or 5 years ago.

J. Peters - Clarify - are we talking about the conflict of interest policy apply to board members?

T. Byerly - No, just the one paragraph that has to do with compensation and the two paragraphs around it.

J. Prucha - Let's go through this to determine who this will apply to.

Discussion

Gerald - We would have to rewrite the By-Laws

C. Prucha - I'm starting to see how this really should only apply to the board level and not lower

C. Pryor - Example from SLA and how they handle conflict of interest.

C. Prucha - I think SLA is a different animal and works differently.

C. Stewart Grant - I think it would be better to have it only apply to the board.

J. Borgerding - Approval of the MLA Committee Chairs - A complete roster is listed but some are still looking for help.

J. Peters - Agrees to stay on as head of COI Council as no VP is able to replace her.

J. Borgerding - Going to send out to all the committees to determine accurate addresses and contact info.

C. Prucha - We will ensure that each group has the appropriate number of members.

C. Prucha - Finished the discussion about the list

Tiffany Motioned to approve the list

Christina Prucha Seconded the motion

S. Hershberger - A review of the financials for the conference and the October budget.

We spent a lot more than we budgeted but revenue was more than anticipated. We will look at that closer later this meeting. You can see by the October statement we are in a strong financial state. We charged more for registration and for vendor booths.

E. Petersen - Clarify Market Fluctuation?

K. Gartner - Explained market fluctuation and that we don't typically budget for that.

S. H. - I did budget for that in the coming year.

S. H. Also, this is a separate item. The legislative committee has talked with Every Library about and others to determine the need for a Political Action Committee. A few of us proceeded without Every Library - and created a PAC to raise funds for ShowMe Libraries to donate funds to political campaigns. We would support candidates that will support library funding and protect library laws. It is a 501c4. Authorized to collect and distribute funds. I'll have more for the budget report and have more for the treasurer's report.

C. Prucha - Signature cards need to be addressed.

S. H. - We need a motion to deal with the signature cards.

C. Prucha.-We need to state specifically who can sign and who has access to the accounts.

Seth you can make the motion.

S.H. I don't have the wording.

J. B. I make the motion that Eric Petersen, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, have signature authority on accounts ending in 9891, 1131, 1134, 1056 and that T. Byerly have access to all accounts.

Approved motion to update the list of authorized signers to include the following Executive Board Members:

Jodie Borgerding (President)

Eric Petersen (Treasurer)

Mary Beth Revels (Assistant Treasurer)

Tracy Byerly (Amigos Business Agent}

Keith Gaertner, (Amigos Business Agent}

on the following MLA bank accounts:

Commerce checking account ending in 8897

Schmidt Fund money market account ending in 1056

Board Fund money market account ending in 1134

Bohley Fund money market account ending in 1133

T.

Rowe Price account ending in 5140

Tracy Byerly should be granted online access to all of the above men- tioned accounts.

Motion Seconded by Cindy Stewart Grant  
Voting. All in Favor. Motion passes.

K. Gartner - I'll need an advanced copy of the minutes asap so we can make the December meeting.

MAL-reports -none

CSG - I did submit a policy recommendation with wording about making an exception to Membership Sharing or Transferring in situations where a library leader has membership in more than one state library association-and that person being allowed to share one of those memberships with an employee to attend a joint conference or one the leader will not be attending.

C. Prucha - I do recall that - it was an email discussion. We can probably handle that through email.

C. Prucha - Discounted registration to conference for conference committee members?

Discussion

N. DS - I realize I am not a formal member of the board yet -but could up to 3 or 4 members of the committee be given free conference attendance?

J. B - We will consider that during our conference planning review.

SH - Have we had trouble getting people to become involved in that.

JP - We've had several who've dropped out.

Eryn - Springfield usually rallies and a lot of the Springfield Green staff to just come and help as volunteers.

Gerald - I think if you are a paid member you should pay to come to conference.

Linda Elkow - Volunteering is part of the experience . .

Gerald -When you attend and volunteer - you still pay.

C. Pryor - Be upfront with the people on your committee.

A. S. - People are going to join based on whether or not they get a discount.

S. H. This conference is ML.AS bread and butter. We are hurting the organization if we give all these discounts.

J. B. What was the difference this year?

SH. - It was about a normal conference except that we charged a little more. The vendors are really a bigger piece of this. The revenue was out of the park this year -but we had to split it with Kansas. It was a Two for One deal.

JP - Please put something in the Conf Plan Hand book - to allow for volunteers that aren't registered. That might have made a big difference.

LE -

CP- This needs to be handles by conference time.

AS - We shouldn't shut out the Springfield is handling this - but

Eryn - Our Springfield Green staff is being PAID to be there as "volunteers" and are not registered for the conference. You should look at having the coordinators registration fee waved.

Gerald - I accept that.

Discussion - This is why this should be written down in the hand book -

Those who are camped out for 3 days working the conference and not attending sessions - they should have their registration fee waved. Coordinator's rooms are comped as part of the conf expenses.

J. B. - this is why we are reviewing the handbook.

CP - Performers showcase is well attended but doesn't make money.

JB - Eryn and I were brainstorming on how to deal with this - The performer's showcase is supposed to raise funds for YFC CI scholarship - but isn't a money maker.

JP - A conf plan committee concern is that this is an event that is planned in each conference but is really only a money making effort.

Eryn - We

Gerald - If this is popular - let's let the performers pay to do this.

JB - We will tell April and Shelly to do this.

JP - We need to have it written in our handbook that these efforts need to be profitable or discontinued.

AS - Is that going to discourage people from paying to attend other events?

SH - Could we just discontinue the scholarship donation part of the showcase?

Discussion

JB - Nancy, what do you think?

NOS - There is a person, Shelly of YSCI, who has handled this. They should discuss this.

It is a recent decision in the past two years to put these funds towards the Schmidt fund. No one ever talked to YSCI about the fact that there are expenses there - for the room. It was a communication issue because YSCI wasn't involved in the planning of the conference.

AS - Is it still a useful thing?

CPryor - Some complained when we didn't do the event.

Gerald

CPryor -

Gerald - We should not lose money over this.

JP - I've seen the Bylaws of YSCI where the funds from this go to their scholarship fund but I don't see how this aligns with the MLA Handbook.

Discussion

CPrucha - Table this discussion

AV support did a fantastic job to provide another dimension for the conference.

Eryn - We've talked with the Ramada about this - they have their own built in everything.

CPrucha - 2017 - How will this be set up?

CPryor - We brought our own equipment and supported it all through volunteers (when I was a conf. coordinator).

CPrucha - It will be up to the contract and what is allowed.

JB - I worked with the AV man in the room - he was very good. I was impressed with the service.

CPrucha - Note the figures for all the conference items. Moving on...

Eryn - Site visit recently went well. Linda, Megan, Keith and Jodie were all there. Twitter, Weebly and email account for conf are all established. First onsite meeting at the Oasis is coming up. A logo and theme should be ready in January.

CPrucha - Who is 2017?

AS - listed all involved in the 2017 committee. We considered 6 but looked at 5 locations in the SL area. Hyatt at Arch, , , . Recommendation is to host the 2017 MLA Conference at the Sheraton Westport (Chalet). Room rate is \$119, it's on the Westport campus which means food and entertainment options. There is even more now than 2013. Upgrades have been good. 10/3/17-10/6/17

JB - Motioned to vote

CPryor - Seconded

Voting - All in favor!

CPrucha - Have we budgeted for a SUNey software?

SH - No we have not budget for that.

KG - Amigos can do small suNeys with the Constant Contact form.

JB - We should go that route.

CPrucha - Let's talk about next year's budget.

SH - I included YTD and the Full budget for 2014 for comparison. We budgeted the next conference more as if we were planning for 2013/14. The expenses for next year are based slightly higher for expenses and revenues. Vendor booths and registration fees will be higher but not as high as 2015.

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Changes include additional funding for executive travel and some programs that may generate funding also some outreach and marketing efforts.

KG • We had an audit this past year -we do it every 3 years. 2016 is scheduled for a review. The insurance line won't be as low as that \$2,400 level. Additional liability insurance will need to be planned for - also the Oasis. So \$1,500 can be recouped in the Professional Fees line and \$800 additional in the Insurance line.

Gerald-I had asked that NLD travel expenses be planned for the next year -so increased from \$1,000 to \$2,000.

SH - Handbook vs Practices issue - Handbook specifies that ALA councilor is allowed travel expenses but no one else. Typically we send 3 to ALA and 1 to NLD and an executive travel account.

Gerald-The board did vote to change these things but it was *never* updated in the handbook.

JB the Bylaws and Handbook committee should handle this.

JP- Do we need to approve this again to support the handbook?

JB - We've done this but we can do it again online. ?

SH-I think we need to fund the conference more than we have now.

JP - Marketing could use the funds.

Discussion

SH -Media & Pub had \$665 (?) this past year ...

Eryn- Jodie and I are watching the new Missouri Author Award - small expenses.

JP - As Chair of CI - I don't think it would be that much money.

SH • I didn't get a request for PLCI funds.

JP - The PLCI transitioned over last week with a new Vice Chair in place and I have her report - they are not requesting funds at this time.

CPryor MASL is asking for \$150 to cover one night expenses for a hotel stay.

CPrucha - Are we ready to make a motion to accept the budget pending review?

SH - Review of changes discussed above and recommendations.

CSG -I would like to support that.

CSG Motion to pass the 2016 budget.

Second -

SH - It makes sense that the person making the requests for CI funds be on the Budget and Finance Committee .

Chris Pryor made the Motion

Eric Petersen Second

Vote - All Approved.

Jodie - Makes a motion to have a 2015 budget review

Eric - Seconds the motion

GP

Jodie motions to accept the adjusted budget

Cindy seconded

CP

Gerald -Nominating Committee report

CP I'd like to request software for the elections.

CPryor -Not much more to report other than the document in the packet. We are down from 2014. 58 Institutional members in 2015. Encouraged those on the board to renew their MLA memberships.

AS -Media & Publication -We worked on creating a business card to hand out on advocacy day in conjunction with Library Snap Shot Day.

JP-Leadership is set for 2016. Still waiting on two others to confirm their roster of officers. Travel funds are still in question. Would still like clarification (additional wording) on what the board wants to see on a fund request from the CIs. There is some detail in the Handbook. Currently,



the form says that requests need to be sent to conference chairs - the handbook has a date but form needs to be updated.

Eric - Motion to add change to the funding form

Seconded -

JP- I've sent the deadline for the annual reports as Dec 15th - several times to the CIs.

Stacy CH- Send documents to the archives.

Barbara Reading -SOS budget request has been submitted but not yet approved. An upcoming Secretary's Council meeting will include this, legislative issues, etc.

KG -Past minutes archive will be accessible by password. ReDan's report - it may need adjusting.

TB - A draft of my report was sent to the board. Detail of the online voting discussion was clarified. An online event could in fact be more work for Amigos than an in-person event. Some details over food provided during LAD was made more general than specific. The fee is the same as 2015.

Stacy CH- Change of names to the Missouri State Historical Society should be inserted.

CPrucha - CPryor will abstain from this vote.

Seth H. - Motioned to accept the contract

Eric P- Seconded

JP - Should we have the transmission of the agenda -be sent a week ahead -be part of the Amigos contract?

TB - Yes, it should be added.

CP New motion to accept agreement with the pending changes

Eric Motion to accept

Seth -Seconded

Vote -all in favor • one abstention in SL

JB - Cancellation of Survey Monkey is still in question. Will work to finish this by the end of this month.

Seth -Seems the renewal was at the end of the year.

Eric - Thanks to all the board members for the opportunity

CPryor - Motion to adjourn

Eric Petersen -Seconded

Adjourn 1:36PM

Executive Session 1:37PM

Legislative Issues discussed

Executive Session End 1:45PM

The results of the 2016 Legislative Agenda Update are as follows:

***Remote Electronic Access for Libraries (REAL):*** MLA supports all requests for funding to be restored to the FY2015 budget levels for REAL which provides Internet connectivity and managed bandwidth for public libraries and statewide information databases for all Missouri libraries. This program allows all Missouri communities to stand on an equal footing, providing equal access to learning materials, small business resources, and other essential and not otherwise available information. Missouri and Missourians need this program to stay competitive with our neighboring states and in the world economy. It cannot be emphasized enough that the

cuts to REAL and other funding are making it so that we are just meeting our MOE for LSTA and that faced with additional cuts, we will be in danger of not meeting our maintenance of effort contribution.

8 yes, 1 abstain – motion carries

**State Aid for Public Libraries:** MLA will support an appropriation that will result in 55-cent per capita state aid plus an appropriate amount for equalization as was appropriated in FY 2015.

8 yes, 1 abstain – motion carries

Libraries are safe havens for teens, offering organized activities that develop 21st century skills and opportunities for community service.

8 yes, 1 abstain – motion carries

Respectfully,



Cindy Stewart Grant  
Member At Large (2014-2015)