



Minnesota Library Association
Annual Membership Meeting

Thursday, October 10, 2013 • 5:00–6:00PM
St. Cloud River’s Edge Convention Center– Marsh/Fandel

AGENDA

- 1. Welcome and Introductions..... Kristen Mastel, MLA President 5:00PM
- 2. Adopt Agenda..... Kristen Mastel, MLA President 5:05PM
- 3. Approval of 2012 Annual Meeting Minutes Kristen Mastel, MLA President 5:06PM
- 4. State of the Association..... Kristen Mastel, MLA President 5:07PM
- 5. Treasurer’s ReportAnna Hulseberg, MLA Treasurer 5:12PM
- 6. Proposed Bylaws Change Carla Powers, MLA Secretary 5:20PM
- 7. Draft Legislative Platform Mark Ranum, MLA Legislative Committee 5:30PM
- 8. MLA Strategic Plan..... Robin Ewing, MLA Past President 2011 5:35PM
- 9. MLA Logo Redesign.....Kirsten Clark, Member-at-Large/IFC Chair 5:40PM
- 10. Plans for 2013Michele McGraw, MLA President-Elect 5:45PM
- 11. MLA Board Election Results.....Peg Werner, MLA Nominations Committee Chair 5:50PM
- 12. Member Questions, Memorials, Comments and Resolutions..... 5:55PM
- 13. Adjourn 6:00PM

- Parliamentarian Chris Olson, MELSA Executive Director

Minnesota Library Association
Annual Business Meeting Minutes

Thursday, October 4, 2012
Saint Paul, MN

1. **Call to Order** - The meeting was called to order at 5:38pm. Quorum was present with 126 members.
2. **Welcome and Introductions** – Carla Urban introduced the Association officers.
3. **Adoption of Agenda** – Mark Ranum moved to adopt the agenda. Ben Trapskin seconded the motion. Motion passed.
4. **Approval of 2011 Annual Meeting Minutes** – Mark Ranum moved to approve the minutes. Ben Trapskin seconded the motion. Motion passed.
5. **State of the Association** – Carla Urban provided highlights of the association activities for the past year. A member inquired about joint efforts with MEMO and Urban noted that the possibility was raised, but that both groups expressed that they were not immediately ready to take concrete steps. She also provided a membership report. As of September 30, 2012 there were 711 members. The report concluded with Carla's breakdown of members and subunit/division members.
6. **Treasurer's Report** – Anna Hulseberg reported a strong financial position of the Association. At the end of 2011, MLA's net assets were \$229,910. Membership was 24% of YTD revenue. She noted a clean audit. The financial policies updated in 2011 continue to be implemented. A member inquired on the planned use of the strategic reserve. Urban responded that the Board has not formally determined plans to expend the funds.
7. **Proposed Bylaw Changes** – Jenny Trushenski provided an overview of the proposed bylaw changes to the MLA members. **Jenny Trushenski moved to approve the bylaw changes as proposed by the Bylaws Committee and distributed to members for review in September 2012.**

Trushenski clarified that the Member-At-Large and IFC Chair will be separate Board positions, with the former serving a 2-year term and the latter serving a 1-year term. A member inquired about the Legislative Chair being a Member-at-Large. Urban responded that the position is not currently denoted as a Member-at-Large.

Motion passed.

8. **Draft Legislative Platform** – The draft MLA and MEMO 2013 Joint Legislative Platform was adopted by the Board and presented to the membership.

Mark Ranum moved to approve the 2013 Joint Legislative Platform.

Mark Ranum provided additional explanation of the planks and fielded questions from the members.

Motion passed.

9. **Plans for 2013** – Kristen Mastel discussed with the membership her initial plans for her 2013 presidency and the direction of the Board.
10. **MLA Board Election Results** – Maureen Bell thanked the Nominations Committee for their service and candidates for their willingness to serve the organization. She congratulated the following:
 - Michele McGraw – President-Elect
 - Carla Powers – Secretary
 - Jim Weikum – Legislative Committee Vice-Chair
 - Kirsten Clark – Member-at-Large, Intellectual Freedom Committee Chair
11. **Member Questions, Memorials, Comments, and Resolutions** –
 - Urban noted a list of members of the MLA community who had passed in the last year.
 - A member noted the importance of the Association actively recruiting, engaging and mentoring young members of the profession.
 - A member requested the inclusion of the membership in any strategic planning process.
 - A request was made to consider distributing geographic locations of Board and Committee meetings.
 - Members requested review of committee and committee leadership structures.

Chris Olson moved to thank Carla Urban for her service as President. Motion was seconded. Motion passed with applause.
12. **Adjournment** – The meeting adjourned at 6:38 pm. **Ken Behringer moved to adjourn the meeting. Motion passed.**

DRAFT 2014 Legislative Platform

- The Minnesota Library Association and the Minnesota Educational Media Organization support the appropriation of \$3 million dollars for the 2014-2016 biennium for the construction of public library buildings through the State's currently authorized matching program (*Minnesota Statutes 134.45*).
- The Minnesota Library Association and the Minnesota Educational Media Organization supports an increase of \$6 million in funding for the Telecommunications Equity Aid (TEA) and \$ 2.2 million in funding for the Regional Library Telecommunications Aid (RLTA) programs to ensure equitable access to broadband and Internet services and to address the rapidly growing demand for increased bandwidth in K-12 schools and public libraries. This support encourages the further development of fiber optic network connections by service providers to public libraries, school media centers, school districts, and publicly supported academic libraries.

October 2, 2013

Contact information:

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MLA
Income Statement
For the Twelve Months Ending December 31, 2012

	Current Month Actual	Year to Date Actual	Total Budget	Variance
Revenues				
Membership Dues	\$ 4,130.00	\$ 54,798.00	\$ 50,000.00	4,798.00
Registrations	1,303.00	103,250.50	87,150.00	16,100.50
Individual Contributions	5.00	120.00	140.00	(20.00)
Corporate Donor/Sponsor	0.00	8,750.00	12,300.00	(3,550.00)
Foundation Grants	0.00	0.00	0.00	0.00
Federal Grants	0.00	0.00	0.00	0.00
State Grants	0.00	0.00	0.00	0.00
Exhibitor Fees	0.00	30,980.00	30,000.00	980.00
Merchandise Sales	0.00	0.00	0.00	0.00
Advertising Revenue	0.00	1,275.00	1,200.00	75.00
Advocacy Support	8,492.39	49,128.37	48,073.32	1,055.05
Interest Income	20.93	308.70	250.00	58.70
Released from Restrictions	0.00	0.00	300.00	(300.00)
Miscellaneous Income	0.00	448.00	1,300.00	(852.00)
Total Revenues	<u>13,951.32</u>	<u>249,058.57</u>	<u>230,713.32</u>	<u>18,345.25</u>
Cost of Sales				
Facility Fees	0.00	17,061.80	15,400.00	1,661.80
Catering	60.89	66,831.07	68,465.00	(1,633.93)
Equipment Rental	0.00	12,276.94	10,480.00	1,796.94
Program Supplies	0.00	1,038.72	650.00	388.72
Advertising Expense	0.00	153.00	150.00	3.00
Program Printing	0.00	6,373.44	6,580.00	(206.56)
Other Program Costs	153.05	4,155.78	6,950.00	(2,794.22)
Speaker Fees	0.00	16,306.52	17,645.00	(1,338.48)
Total Cost of Sales	<u>213.94</u>	<u>124,197.27</u>	<u>126,320.00</u>	<u>(2,122.73)</u>
Gross Profit	<u>13,737.38</u>	<u>124,861.30</u>	<u>104,393.32</u>	<u>20,467.98</u>
Expenses				
Contract Administration	4,449.28	54,076.96	53,740.00	336.96
Professional Fees	5,300.00	65,513.28	68,030.20	(2,516.92)
Website Fees	98.95	1,595.48	1,830.00	(234.52)
Office Supplies	1.17	3.33	75.00	(71.67)
Printing & Copying	246.66	4,036.71	2,400.00	1,636.71
Office Rent	0.00	0.00	0.00	0.00
Telephone & Fax	5.97	107.89	160.00	(52.11)
Postage & Delivery	20.50	1,868.94	1,800.00	68.94
Meeting Expense	16.51	895.69	900.00	(4.31)
Travel Expenses	32.96	5,000.45	5,150.00	(149.55)
Bank Fees	160.75	5,511.68	5,500.00	11.68
Dues & Subscriptions	100.00	296.00	250.00	46.00
Scholarships	0.00	1,200.00	2,565.00	(1,365.00)
Awards & Recognition	281.57	1,249.93	2,375.00	(1,125.07)
Insurance	0.00	1,263.00	1,500.00	(237.00)
Miscellaneous Expense	0.00	1,211.00	2,485.00	(1,274.00)
Depreciation Expense	0.00	0.00	0.00	0.00
Total Expenses	<u>10,714.32</u>	<u>143,830.34</u>	<u>148,760.20</u>	<u>(4,929.86)</u>
Net Income	<u>\$ 3,023.06</u>	<u>\$ (18,969.04)</u>	<u>\$ (44,366.88)</u>	<u>25,397.84</u>

For Management Purposes Only

MLA
Income Statement
For the Eight Months Ending August 31, 2013

	Current Month Actual	Year to Date Actual	Annual Budget	Variance
Revenues				
Membership Dues	\$ 8,347.00	\$ 43,852.50	50,000.00	(6,147.50)
Registrations	210.00	19,645.00	95,300.00	(75,655.00)
Individual Contributions	50.00	130.00	100.00	30.00
Corporate Donor/Sponsor	0.00	400.00	10,550.00	(10,150.00)
Foundation Grants	0.00	10,000.00	10,000.00	0.00
Federal Grants	0.00	0.00	0.00	0.00
State Grants	0.00	0.00	3,000.00	(3,000.00)
Exhibitor Fees	0.00	0.00	30,000.00	(30,000.00)
Merchandise Sales	0.00	0.00	0.00	0.00
Advertising Revenue	0.00	929.53	850.00	79.53
Advocacy Support	0.00	19,918.18	46,620.12	(26,701.94)
Interest Income	0.44	106.68	250.00	(143.32)
Released from Restrictions	0.00	0.00	300.00	(300.00)
Miscellaneous Income	0.00	(24.00)	600.00	(624.00)
Total Revenues	<u>8,607.44</u>	<u>94,957.89</u>	<u>247,570.12</u>	<u>(152,612.23)</u>
Cost of Sales				
Facility Fees	0.00	13,284.39	23,770.00	(10,485.61)
Catering	29.44	12,890.09	48,805.00	(35,914.91)
Equipment Rental	0.00	0.00	10,175.00	(10,175.00)
Program Supplies	0.00	602.86	2,253.00	(1,650.14)
Advertising Expense	0.00	0.00	723.00	(723.00)
Program Printing	0.00	176.45	7,035.00	(6,858.55)
Other Program Costs	0.00	123.66	5,995.00	(5,871.34)
Speaker Fees	0.00	6,276.89	22,500.00	(16,223.11)
Total Cost of Sales	<u>29.44</u>	<u>33,354.34</u>	<u>121,256.00</u>	<u>(87,901.66)</u>
Gross Profit	<u>8,578.00</u>	<u>61,603.55</u>	<u>126,314.12</u>	<u>(64,710.57)</u>
Expenses				
Contract Administration	5,642.86	39,428.58	58,000.00	(18,571.42)
Professional Fees	7,682.50	51,935.00	69,428.00	(17,493.00)
Website Fees	54.00	1,097.21	1,250.00	(152.79)
Office Supplies	0.00	32.98	0.00	32.98
Printing & Copying	49.42	1,409.90	1,875.00	(465.10)
Office Rent	0.00	0.00	0.00	0.00
Telephone & Fax	12.40	186.37	210.00	(23.63)
Postage & Delivery	43.53	389.77	1,675.00	(1,285.23)
Meeting Expense	0.00	585.25	1,175.00	(589.75)
Travel Expenses	260.51	2,585.65	6,030.00	(3,444.35)
Bank Fees	385.54	3,545.19	3,500.00	45.19
Dues & Subscriptions	0.00	150.00	200.00	(50.00)
Scholarships	0.00	0.00	2,500.00	(2,500.00)
Awards & Recognition	0.00	400.00	1,750.00	(1,350.00)
Insurance	425.00	1,263.00	1,300.00	(37.00)
Miscellaneous Expense	26.10	265.67	2,602.00	(2,336.33)
Depreciation Expense	0.00	0.00	0.00	0.00
Total Expenses	<u>14,581.86</u>	<u>103,274.57</u>	<u>151,495.00</u>	<u>(48,220.43)</u>
Net Income	<u>\$ (6,003.86)</u>	<u>\$ (41,671.02)</u>	<u>(25,180.88)</u>	<u>(16,490.14)</u>

For Management Purposes Only

MLA
Balance Sheet
August 31, 2013

ASSETS

Current Assets		
Bremer Checking Acct (#2716)	\$	73,107.44
Wells Fargo Saving Acct (3270)		151,133.08
Accounts Receivable		<u>2,210.00</u>
 Total Current Assets		 226,450.52
Property and Equipment		
		<u>0.00</u>
Other Assets		
Prepaid Expenses		<u>13,589.71</u>
 Total Other Assets		 <u>13,589.71</u>
 Total Assets	\$	 <u><u>240,040.23</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
Accounts Payable	\$	2,684.89
Unearned Revenue		<u>68,085.00</u>
 Total Current Liabilities		 70,769.89
Long-Term Liabilities		
		<u>0.00</u>
 Total Liabilities		 70,769.89
Capital		
Restricted Funds - IFC Awards		2,333.86
Operating Reserve		105,280.00
Strategic Reserve		103,327.50
Net Income		<u>(41,671.02)</u>
 Total Capital		 <u>169,270.34</u>
 Total Liabilities & Capital	\$	 <u><u>240,040.23</u></u>