

# Minnesota Library Association Board Meeting Agenda

Friday, November 15, 2013  
10:00 AM – 12:00 PM  
MELSA  
1619 Dayton Avenue, Suite 320  
St. Paul, MN 55104-6276

Call to order at 10:02. Many guests today. Introductions. Rearrange things to have Mark and Elaine have legislative discussion first. Elaine Keefe with CPA been with MLA for many years.

## 1. **MLA Board Meeting Outline**

- 1.1. Welcome and Introductions
- 1.2. Adoption of the agenda
- 1.3. Approval of September and October minutes\* (Powers)  
Powers moved. Someone seconded. Motion carried.
- 1.4. Approval of financials\* (Hulseberg)  
Anna moved. Clark seconded. Motion carried.
- 1.5. President's report\* (Mastel)
- 1.6. Review of new agenda structure and move to consent agenda\*  
Michelle McGraw offered a summary of the reasons for using a consent agenda moving forward to be more effective and efficient. Anna asked if financials should go in the consent agenda. McGraw said that is up for conversation. Mark clarified that the idea of consent agenda is to have no discussion around things included in the packet because the assumption is that those materials were already read. Springer added that the board is turning over soon so not everyone is going to be familiar with the discussion here on consent agenda. Urban is genuinely concerned about expecting board members to read in advance. Urban recommends placing this into effect midyear so new board can be trained in.

## 2. **Educating & activating a library support network**

- 2.1. Legislative Report (Ranum)
  - 2.1.1. Elaine Keefe, MLA Lobbyist, annual presentation
  - 2.1.2. Legislative eBook plank revision (Ranum)  
Gave update on Pat Conley's recommendations to add eBook language.  
McGraw clarified that we are solely addressing pricing on eBooks.
- 2.2. ALA Chapter Relations report (Trapskin, Ranum)
- 2.3. Put Capwiz on website (Trapskin, Ranum)
- 2.4. Training/procedures for using Capwiz (Trapskin, Ranum)
- 2.5. Update advocacy page on website (Trapskin, Ranum)
- 2.6. Survey members on advocacy needs (Trapskin, Ranum)
- 2.7. Upcoming ARLD Dialogue on Mindfulness at MCTC (Springer)  
Theme is mindfulness. Meditation room.
- 2.8. ARLDapalooza's poster session and meeting recap (Springer)

- 2.9. ARLD Day (Springer)  
Has a speaker Kudorwitz.

**3. Strengthening our organization**

- 3.1. Association management RFP (Mastel)  
3.2. MLA Liaisons' report (McGraw)  
3.3. Review existing revenue data & determine what additional is needed  
3.4. Review existing data on membership & determine what additional information is needed  
3.5. Membership report\* (Mikkelson)  
3.5.1. Division membership does not line-up  
The three divisions  
Issue form to the 46 people to select one division and include comment box  
Include subdivision data in monthly membership reports  
3.5.2. MLTA/Friends/Students break-out  
3.6. Client scorecard\* (Mikkelson)  
3.7. Subunit fee (Mastel)  
Remove fee from website and provide an avenue for folks to join various subunits.  
Kristen talked to Kendra and estimated 150-250 (low to high end) to remove it from the application and add subunits to the dashboard on Civi. Urban moved approval. Springer seconded. Motion carried. January 1 estimate launch date.  
3.8. 2014 Budget Update/Draft (Hulseberg)  
3.8.1. Reformatting annual budget, subunit spreadsheets internal

**4. Engaging our members**

- 4.1. Volunteer job descriptions for subunits, roundtables (Mastel, Board)  
4.2. Conference update (Mikkelson, Mastel)

**5. Developing and equipping our leaders**

- 5.1. Structure exists for training & support for online meetings (Mastel, Board)  
5.2. Have well defined job descriptions for Board & Division Leaders (Board, Mastel)  
5.3. IFC Chair for 2014  
Amy Springer is replacing Kirsten Clark as IFC Chair in 2014.  
Clark moved to appoint Springer as IFC Chair in 2014. Ranum seconded. Motion carried.