

Minnesota Library Association

Board Meeting Minutes

Friday, February 21, 2014

10:00 AM – 12:00 PM

Go-to-Meeting phone conference

Present: via phone: Jayne Blodgett, Nick Dimassis, Jennifer Hootman, Carla Lydon, Kristen Mastel, Michele McGraw, Michael Scott, Maggie Snow, Amy Springer, Claire Wilson, Jim Weikum, Amy Wilde

Guests: None

Absent: Carla Powers

CALL TO ORDER: McGraw called the meeting to order at 10:02 a.m. Due to severe weather conditions, the meeting was held via conference call.

1. MLA Board Meeting Outline

1.1. Welcome and Introductions

1.2. Approval of consent agenda: McGraw noted the strategic plan group activity on the agenda should be done in –person and will be re-scheduled for the March meeting.

1.2.1 Board meeting agenda

1.2.2 December minutes (Powers)

1.2.3 President's Report (McGraw)

1.2.4 Division, subunit and committee reports Legislative report

1.2.5 President-Elect liaison report (Snow)

Motion by Scott, seconded by Mastel, to approve the consent agenda. Motion carried unanimously.

1.3. Approval of financials: Hootman highlighted the January financials. Total assets amounted to \$189,983.00. Year-to-date revenue was \$17,799.07 (varies from annual YTD budget by -6.8%). Costs of sales through January: \$1,143.28. Other expenses through January came to \$16,228.00, the majority of which was contract administration and professional fees. The year-to-date Net Income/(Loss) is \$428.08.

Hootman is working with Wilson on coding questions.

Motion by Hootman, seconded by Mastel, to approve the financials. Motion carried unanimously.

2. Educating & activating a library support network

2.1. Legislative Platform: Weikum reported that Legislative Day registration is open, 54 people are currently registered, and the platform is available online. Accompanying documents, including talking points are being finalized. The Board discussed the February 3, 2014 Star Tribune article suggesting the need for library buildings is waning, and the counterpoint responses written by Kit Hadley and others. There is some concern of pushback from legislators regarding the accessibility construction grant program in relation to the article.

Weikum distributed a draft of the Minnesota Department of Education Policy and Technical Bill and the education "unsession" proposal that may have implications for the library community. The Legislative Committee will share more broadly as information becomes available.

2.1.1. Legislative eBook plank revision: No report.

2.2 Put Capwiz on website: No report.

2.3 Training/procedures for using Capwiz: No report.

2.4 Update advocacy page on website: No report.

2.5 Survey members on advocacy needs: No report.

3. Strengthening our organization

3.1. Transition update: McGraw noted transition is on track and going smoothly. Wilson said the website is slated to be up by March 1, 2014 after which ARLD Day registration will accept credit card payments. She also said the membership directory will be down for a day during the transition. She will give a full update at the March meeting. Retreats for Reader's Advisory and CYP are in the works for spring, information will be posted for both when available.

3.3. Membership report: Wilson is still working with the data provided by Ampere to come up with a comprehensive membership report. We currently have 765 active members, just over 200 new members joined in 2013 and 16 new members in January. Membership payment will be automated in March with the website transition. In February, 14 new members joined the Minnesota Library Trustees and Advocates. Wilde noted MLTA sent brochures to all regions late last year in an effort to grow membership for the subunit. Wilde said most were distributed at January annual meetings and is hopeful more will join. Mastel applauded MLTA's efforts on the brochure.

3.4 Next steps for strategic plan: We will discuss the strategic plan at the March meeting. McGraw, Mastel, Snow, and Springer discussed process and the projects currently in the works based on the plan. A follow-up meeting with the consultants at MN ToP who helped the board develop the strategic plan is scheduled for the May meeting.

4. Engaging our members

4.1. Volunteer job descriptions for subunits, roundtables: Mastel will email updated outline of subunit volunteer needs and volunteer job descriptions will be on the website soon. She said a call went out for committee volunteers that was well received.

4.2. ARLD Dialogue Update: Blodgett reported ARLD Day is April 25, 2014; registration opens March 3, 2014. This year's theme is The Creative Library; the keynote speaker is Barry Kudrowitz, Assistant Professor of Product Design at the University of Minnesota Twin Cities. A call for proposals and Innovator's Award went out to membership. Proposals will be reviewed at the March meeting.

4.3. PLD Day PLD Day will be on the March agenda. There will be a meeting next week to begin planning.

4.4 National Legislative Day Scott reported National Legislative Day is May 5 & 6 in Washington D.C. Scott and Weikum will be attending and will help guide the Minnesota group. Mark Ranum will help schedule appointments. It was noted that we have \$1000.00 in the administrative travel budget (5310) for the past Legislative Committee chair to attend the event. Scott sent a note to the new State Librarian encouraging her attendance. He said it's not uncommon among states as the biggest national piece of legislation is LSTA funding. Scott said chapters were encouraged to donate to National Legislative Day. He will bring a proposal forward at the March meeting.

5. Developing and equipping our leaders

5.1. Online meeting support: Go-to-Meeting instructions have been updated. The Association now has an 800 number to use for meetings held in the MELSA conference room. Wilson can distribute as necessary. The Membership Committee is planning to do some webinars on writing successful conference proposals and presenting at conference.

5.2 Subunit Funding Policy: To update the policies with the by-laws change at the 2013 Annual Meeting, 5.4.1 Sections and Roundtables will receive a base budget of \$200 per year. Subunits may request additional funding to support events or projects. Motion by Hootman, seconded by Scott. Motion carried unanimously.

5.3. Have well defined job descriptions for Board & Division Leaders: Mastel will distribute via email Board and Division Leader job descriptions.

5.4 Budget Request The Communications Committee requested \$200.00 for a committee member to attend the 2014 Nonprofit Technology and Communications Conference to be held April 10, 2014. A member attended last year and the group felt it was a valuable experience.

Motion by Mastel, seconded by Scott, to approve the budget request, with note that the attendee report back to the Board on conference content. Motion carried unanimously.

ADJOURNMENT: Meeting adjourned at 11:50 a.m

Next meeting: Friday, March 21, 2014 10 a.m. to noon at MELSA.