

**Minnesota Library Association
Board Meeting Minutes**

Friday, August 15

10:30 AM – 12:00 PM

MELSA

1619 Dayton Avenue, Suite 320

St. Paul, MN 55104-6276

Present: In person: Jayne Blodgett, Kristen Clark (for Amy Springer), Jennifer Hootman, Carla Lydon, Kristen Mastel, Michele McGraw, Carla Powers, Maggie Snow, Jim Weikum, Claire Wilson, Jim Weygand (for MLTA)

Absent: Nick Dimassis, Michael Scott

CALL TO ORDER: McGraw called the meeting to order at 10:00 a.m.

The agenda was pulled from the consent agenda to add discussion of bylaws and government documents.

- **Welcome and Introductions**

- **Approval of consent agenda**

- July minutes

- Reports

Motion by Snow, seconded by Weikum, to approve the consent agenda as amended.

Motion carried unanimously.

- **Approval of financials**

Hootman presented the June financial report. Total assets in June amounted to \$152,454. Year-to-date revenue was \$59,344, and year-to-date costs of sales were \$16,901. June's expenses totaled \$12,660, which leaves a year-to-date net loss of \$44,310. The 2014 annual budget projects a net loss of \$44,692 at year end.

Motion by Hootman, seconded by Clark, to approve the financials as presented. Motion carried unanimously.

Hootman also explained a recent banking transaction to transfer \$10,000 from the Wells Fargo savings account to the Bremer checking account on August 6. This was done upon MHQ advisement and Executive Committee agreement in order to cover monthly cashflow needs without exceeding available funds. McGraw witnessed the transaction.

- **Bylaws discussion**

Powers led a discussion of the Bylaws, which were reviewed by the Executive Committee earlier in the month. Discussion centered on Article 11, Nominations and Elections. Some deadlines were extended to reflect the fact that elections primarily take place online rather than via postal mail. There was some discussion of the nominating committee's role in soliciting nominations from the general membership. Powers will schedule another conference call for the Executive Committee to finalize any suggested Bylaws changes, and a board vote will take place via email in the next two weeks.

- **Educating & activating a library support network**
 - Legislative platform: Weikum reported that the document presented to board last month was finalized and sent out to membership via the Legislative Committee listserv. There was discussion at the most recent Legislative Committee meeting. Potential ITEM planks have been submitted. The platform will be ready for adoption by the board at the September meeting. Minutes of Legislative Committee meetings are now being kept. Weikum has gotten good feedback on the format of the Florida Library Association's legislative platform document and may try to craft something similar for MLA.
 - Lobbyist contract: With the current contract expiring at the end of August, Weikum contacted the MLA lobbyist and asked for a proposal fairly quickly. The lobbyist replied with a proposed two-year contract that includes a three percent increase each year, along with some minor language cleanup to reflect current practice. There has been discussion of going out for bid on this contract, but that process would be complicated, in part because of the number of partners involved. ITEM has made a verbal commitment to increase its level of support. There was discussion of how costs will be shared under the new rate structure. This will be a topic of conversation with the organizations that are partners in the contract. Motion by Weikum, seconded by Mastel, to approve a new two-year contract with Capitol Hill Associates. Motion carried unanimously.
 - Project updates:
 - Engage software on website: Wilson has sent ALA a list of names for administrators.
 - Government Documents: Scott recently sent out information about proposed changes to the federal library depository program for board review and comment. Clark provided more background about how this program is set up. The federal government does not help with the cost of maintaining/preserving government documents collections. The Government Printing Office wants to give depository libraries more flexibility by allowing regional depositories to give up paper copies after seven years, with GPO approval, if digital copies are available. ALA is asking for feedback on this policy. There is some sentiment in the library world against getting rid of any tangible documents until a foolproof system is developed for keeping them online. No board action was taken, but Clark offered to provide more information if questions come up.
- **Strengthening our organization**
 - Nominating Committee update: The ballot will be finalized in the next week for four open positions. There will be two candidates for each office. Peg Werner is chairing this year's Nominating Committee.
 - Project updates: No updates available at this time.
- **Engaging our members**
 - Conference update: Conference planning is going well via online meetings. Sponsorships have exceeded the goal by \$1000, but thus far exhibits are falling short by a few thousand dollars. Ad revenue is up slightly. A total of 54 people have registered to date. Breakout session scheduling and equipment are being finalized.
 - Fall conference meeting schedule: The September and October meetings will take place on the usual schedule. There will be a mini meeting Tuesday evening after the PLD event for platform approval and a conference check-in.
 - SSPiN update: This subunit has seen consistently low membership for several years, despite efforts to generate more interest. The threshold for a Section is 50 members but the current membership is 16, so the process has begun to sunset this

- subunit in accordance with MLA policy. This happens to be the only subunit tied to job class.
- Project updates
 - Volunteer job descriptions: No update.
 - **Developing and equipping our leaders**
 - MILE update: MILE co-chairs will come to the September meeting to present the MILE budget.
 - Project updates:
 - Board job descriptions: Snow is almost finished revising them. Will have them for next meeting.
 - **Next steps for strategic plan**: Working session following adjournment.

ADJOURNMENT: Meeting adjourned at 11:15 a.m.

Next meeting: Friday, September 19, 2014 10 a.m. to noon at MELSA.