



MINNESOTA LIBRARY
ASSOCIATION

**Minnesota Library Association
Board Meeting Minutes**

Friday, November 18, 2016
10:00 AM – 12:00 PM

Present: Kate Bessey (Treasurer), Deborah Bifulk (Member at Large), Amy Boese (President Elect), Jodi Carlson Grebinoski (ARLD Chair Elect), Megan Kocher (Intellectual Freedom Committee Chair), Laura Morlock (Secretary), Sara Ring (ALA Chapter Councilor), Tammy Schoenberg (Executive Director), Margaret Stone (President), Maggie Snow (Past President), Frances Veit (PLD Chair), with guest: Valerie Horton, Minitex Director.

Absent: Amanda Mills (ARLD Chair), Barbara Misselt (Legislative Committee Chair), and Amy Wilde (MLTA Chair).

Meeting called to order by Margaret at 10:02am.

Welcome and Introductions

Welcome to Valerie Horton, Minitex Director.

Approval of Consent Agenda

Board meeting agenda
October Minutes
Reports

Snow made a motion to approve the consent agenda. The motion was seconded by Anderson. All were in favor and the motion was approved.

Approval of financials (Anderson)

October financials included in the meeting packet.

1. Total Assets: \$235,345
2. Total Revenue YTD: \$245,021
3. Total Cost of Sales YTD: \$73,784
4. Monthly Expenses for October: \$14,026
5. Showing YTD Net Income/(Loss): \$29,165 -net gain (There may be a few outstanding bills from the conference.)
 - a. 2016 annual budget projected net income of \$3,067 at year end.

Anderson made a motion to approve the October financials. The motion was seconded by Snow. All were in favor and the motion was approved.

2017 Budget

Refer to the "2017 MLA Budget" document included in the board packet. Kate walked through the budget line by line. Category review and discussion is below.

Membership: membership dues are estimated at 600 members for 2016-17. There has been a slight decline in membership and the Executive Team has had some discussion on the topic. Kate had looked at ALA membership numbers as a comparison; they also have had a decline. There will have to be more discussion and action taken for membership next year with a look at retirees, fees, those who have never been members and possible reasons why, etc. The North Dakota Library Association used a book on Growing your association in these times, as a resource. Wendy Wendt is the President of the NDLA. They had meetings and discussions with their members about these same topics. Margaret will see about inviting Wendy here as a facilitator or to brainstorm about this. Deborah is really being proactive about being in touch with current members and members whose membership lapses. We could do Board phone calls to lapsed members.

Registrations: there were 410 registrations for Rochester in 2010. We have estimated 430 for the upcoming Rochester conference in 2017. There will be an increase in registration fee by 5%, which will be about \$10 per/person. Advocacy: has a small decrease due to the new contract with Capitol Hill & Associates. Webinar: lots of discussion on this as it is a new item for this year. A new way to provide education opportunities. There will be potentially a monthly webinar with a small fee; staff are welcome to attend; have them recorded for future viewing. An estimate of \$5,000 was slotted for this. There was talk about how this is exactly what the Continuing Education Committee is also working on. They hope to bring in expert voices per region on select topics and host regional webinars for those areas. There would be no expense for these Committee guest speakers and would do it via GoToMeeting webinar. Not anticipating a fee for attendees. ARLD has had live webinars like this; Megan Kocher was a guest speaker for them. This can be a benefit to our members. Check with ALA to see if they have a hosted site for MLA to have webinars. How does the Board feel about charging for these "webinars"; should they be called webinars? For the conference, we could raise exhibitor fees (raise from \$650 to \$750) have two tier options for vendor at different rate; include meals for them, or ask them to purchase meals, etc. Need to entice members with benefits. We could do this with educational opportunities. No charge to members; could charge for non-members (including lapsed members). MLA could partner with some sessions. MLA could also just charge for those events with big name speakers that would have higher costs and would need a budget expense to support it. We will take the \$5000 off of the Webinar line and add \$2500 (half of it) to the Registration area.

Cost of goods sold: is basically the conference expenses, along with MILE, ARLD, etc. Program printing for the conference was reduced. Do a scaled-back print of the brochure and phase out the brochure eventually. Other program costs included the expo drayage and conference recordings, etc. Speaker fees for the conference was reduced with the idea of sharing speaker costs with other organizations and more local speakers. We can also tap into ALA speakers. And could think about co-hosting with ITEM for a conference.

Expenses: MHQ contract administration; Capitol Hill and Associates; website; MILE; Scholarships should include ALA Emerging Leader, ALA Chapter Councilor. Move Scholarship to \$1000 and \$1000 for the ALA Chapter Councilor to Travel. MHQ's fee will increase by \$2000. Consider having the MLA Conference in the Twin Cities every other year. GovDocs also changed their format of conferences to one conference in the same location and every other year online.

Net loss would then be \$7,390 with the changes we made today. We need to check the formula to be sure we have 9 months of operational reserves per policy; Tammy will check on that.

Boese made a motion to approve the 2017 budget with the changes discussed today. The motion was seconded by Veit. All were in favor and the motion was approved.

Valerie Horton – Minitex

See handout from Val. Minitex is moving a quarter of a mile down the road to the Wilson Library. The University Library will be turning their current space into a high tech space.

Minitex recently did a survey. Services were rated very good or excellent. Resource sharing was rated the highest.

Minitex staff fill about a quarter of million resource requests. Electronic delivery growing. ELM did a number readjustment. This is because it is built into member websites. Ebooks MN is newest service. There are currently 3700 titles and the bulk come from MN independent publishers. For academics, we will be opening text books in Ebooks. SimplyE is an ebook resource so the patron can view their eBook collections; partners are Ramsey County and Great River. The need for innovation is critical in the library world, but hard with increasing costs and budget cuts. Minitex has a focus on SELF-e (self-publishing) in collaboration with MELSA. Working with Press Books to publish a web version book and can export to other formats. There are templates. There are collaborations between academic libraries with Press Books and with public libraries with SELF-e and each group making it available to the other library community.

Minitex, jointly owned by the Office of Higher Education; there is funding from MHS, North Dakota, and South Dakota, etc.; they share resources across the U.S. And housed at the U of M; without administrative fees.

Amy shared her focus on advocacy on race in libraries, and with building collections. We need to change our collections and attitudes on diversity within our libraries and staff.

Engaging our members

ALA Gun Violence Affecting Libraries, Library Workers, and Library Patrons resolution (Ring). The final draft will come to ALA at the Midwinter meeting. Looking for input from the Board. The major change in the latest resolution draft was in the “whereas” clauses that spoke to the ban on using federal funds for research on gun violence. Sara read the new call.

Feedback from the Board included liking the additional language back in. No one raised any issues.

Ring made a motion to support the ALA resolution on gun violence and gun safety (second draft) as proposed. The motion was seconded by Snow. All were in favor and the motion was approved.

Strengthening our organization

MHQ Update (Schoenberg)

Membership report for October; there was a decline from 646 to 623; 37 membership expired and there were six new. The membership decline trend is continuing. MHQ worked with the Budget Committee. There are also a few new hires happening in MHQ.

Developing and equipping our leaders**MLA sponsored ALA Emerging Leader (Ring & Stone).**

Stewart Van Cleve, a Digital Technical Librarian will be the next ALA Emerging Leader sponsored by MLA. MLA wants to hear back more from the Emerging Leader about the experience, to meet the Board and have a final report. This needs to be promoted more for next year's applicants. This opportunity will be put into the ALA Chapter Councilor's role. Jenny McElroy will come to share her report for this year with the Board. Could have a session at MLA about the Emerging Leader opportunities, with past ALA EL.

Educating & activating a library support network

n/a

Other

Sara shared that ALA just posted on their website about "ALA President Julie Todaro releases statement on Libraries, the Association, Diversity and Inclusion." We can post this on the MLA website and in the RoundUp.

MILE should be promoted on the website as well. There is a RoundUp link for submissions on the MLA website.

Margaret will connect with the Subunits to talk about transitions to new leadership, especially if some subunits are struggling. Are there committees that don't have a new Chair set up yet?

Amy shared that Bobby Newman is the Community and Engagement Officer for the National Library of Medicine. She'd like to send out a survey.

Maggie wondered about the historical record of the Association if we are moving more digital. Who is saving the Sched.org data or is there a policy? There is a retention policy that needs to be reviewed and perhaps updated especially with regard to process. In MHS, the MLA programs run up to the 1980's. Maggie, Sara, and Margaret will look into this.

Adjourn

Snow made a motion to adjourn the meeting at 11:49am. Bifulk seconded the motion. All were in favor and the motion was approved.

Next meeting: December 16, 2016 from 10 am to noon at MELSA.