

NDLA Executive Board Meeting
December 12, 2008
Jamestown, ND

Called to order at 9:39 AM.

Present: Kelly Steckler, Mark Holman, Victor Lieberman, Kathy Thomas, Cynthia Larson, Donna James, Bonnie Krenz, Elizabeth Jacobs, Al Peterson, Shelby Harken, Laurie McHenry, Travis Schulz, Zach Packineau, Johanna Bjork, Kirsten Baesler, Kathy Berg, President Phyllis Bratton.

Order of the Agenda
New Business, Item E: changed to "2009 Auction Funds"

Minutes

McHenry moved to approve the September Minutes with the following corrections: page 2, "the high demand *of* our technological needs..." and page 3, omission of "she." Krenz seconded. Motion passed.

McHenry moved to approve the Electronic Minutes from September to December 2008. Schulz seconded. Motion passed.

Treasurer's Report – Krenz

Safratowich has gone to the bank with revisions, and any inquiries about finances can be sent to Safratowich, Krenz, or President Bratton. All funds have been moved to protected CD accounts. There are minimal funds remaining in uninsured accounts.

Appointment of Committee Chairs

President Bratton has asked current Chairs to stay on.

Travel to ALA in July 2009 – President Bratton for Sandi Bates

An email was sent from Bates to the general membership introducing the preferred methods of travel. Another email with updates will be sent after the holidays to the general membership. Commitment to the ALA conference must be received by January 30, 2009.

Professional Development Handbook – Holm

Holman is waiting to make further changes to the handbook because of the new budget. Bylaws may have to be rewritten to reflect Item is tabled to the next Executive Board meeting.

Lobbyist – Steckler

Previous lobbyist Ilene Larson has been rehired and her registration is currently being verified. NDLA will go forward with the same contract as before.

Letter to NDCHI – President Bratton

There will be little if any money involved on our part.

Credit Cards – Thomas

We will explore using credit cards for payment of memberships, renewals, and registrations. Various states in the MPLA region use different credit card payment methods. MPLA uses PayPal. Thomas gave no recommendation. President Bratton thanked Thomas for her work and urges the committee to look into the benefits of credit card payments with PayPal or MemberClicks. President Bratton requested a recommendation at our meeting in March.

Disposition of Resolutions – President Bratton

President Bratton has distributed the resolutions to the appropriate persons.

Comments on 2008 Conference

The server crash at Seven Seas was not caused by NDLA conference presenters or attendees. Additionally, reliable internet connections are needed for those who must tend to work-related issues at their places of employment while they attend the conference. President Bratton asked McHenry to look into the internet capabilities of the next hotel.

The Continuing Education track received more applicants than expected. James mentioned there is more interest for the conference to do this again in the future. President Bratton agreed. Questions came up regarding how McHenry could do this for next year's conference. James would set up the Continuing Education track, but it would be done somewhat differently, adding easier registration. McHenry mentioned that a position on the Executive Board may be needed for Continuing Education and Baesler mentioned the chair or committee would coordinate with James and Valley City State University for Continuing Education credit at the annual conference. President Bratton proposed at directing an ad hoc conference manual committee to make a recommendation to the board.

Rescheduling Ad Hoc Conference Manual Committee

The meeting was scheduled but due to the weather they were snowed out. They have arranged a next meeting for Mandan and have decided on several dates, mostly Mondays or Fridays.

Hotel in Grand Forks – McHenry

McHenry distributed handouts from contacted hotels, most notably CanadInn which also includes a bid from the Alerus Center. President Bratton asked McHenry to look into this more, including meeting room arrangements.

Introduction of Technical Services Chair – President Bratton

Elizabeth Jacobs is the new Chair. She has replaced Michelle Azar.

New Business

103rd NDLA Conference – McHenry

The theme is “Evolution of the Library.” Nothing else is needed from the board at this time.

Hotel in Minot for 2011 Conference – President Bratton

No one has been in contact; President Bratton will contact the International Inn.

Tri-Conference – Peterson

Peterson met with the MPLA board regarding a tri-conference with SDLA and MPLA. SDLA is booked until 2012; the open date is 2013 in Sioux Falls. Peterson will work on a letter with the SDLA representative to submit to MPLA. If the tri-conference happens, Fargo and Mandan may have to be switched in order to avoid excessive travel to the eastern part of the state. Lieberman moved to approve participating in the tri-conference in 2013 and to have the arrangements set forth. Harken seconded. Motion passed. Additionally, future cities and years are not confirmed and will be revisited as the northern portion of the state has been neglected.

Disposition of 2009 Auction Funds

Krenz offered two recommendations: add amount to Professional Development funding or add to the Flickertail Award. President Bratton said the Professional Development money is healthy but the Flickertail Award has gone from an \$8000 surplus to a \$3000 surplus. The major cost for the Flickertail Award is the cost of the plaque and the cost of bringing in the author. Book sales alone do not bring in enough of a profit. Lieberman mentioned that all expenses included in the Flickertail budget should be part of the conference budget. McHenry moved that the costs associated with the speaker(s) at the annual conference for Flickertail Award be part of the annual conference budget. Peterson seconded. Motion passed.

Krenz moved that book sale money would go into the conference budget. Lieberman seconded. Motion passed.

Regarding Flickertail stickers, the SLAYS budget will be extended to cover the cost of stickers. Lieberman moved that we use the 2009 Auction Funds for Professional Development. McHenry seconded. Motion passed.

State Funding – Larson for Doris Ott

Krenz distributed state aid information to the entire membership. Public librarians felt the amount the ND State Library asked for should be kept.

Legislative Update – Steckler

We are currently asking for \$300,000 in state aid and \$200,000 for online resources. Our lobbyist could assist us with this. Krenz mentioned that librarians need to explain to legislators how the funding is used and what will happen if the funding is taken away, including bringing in students to testify. Krenz motioned to support the full funding that we asked for at the conference. Harken seconded. Motion passed.

Booth at State Capitol – President Bratton for Cathy Langemo

Our scheduled date is March 23rd from 10 AM to 4 PM Central Time. Langemo requested \$75.00 to cover cost of refreshments for legislators.

Budget

Krenz distributed the NDLA budget.

ALA-IFRT Membership

Intellectual Freedom Chair Christine Kujawa asked that the \$15.00 fee be underwritten by NDLA. Through NDLA's payment of the fee, she would have access to ALA's Intellectual Freedom resources although she pays for a personal ALA membership. It was noted that the Special Section Fee is covered by the section's expense, while the person covers their own membership in the association. McHenry moved to add the ALA-IFRT membership to the budget of the NDLA-IFRT. James seconded. Motion passed.

IFRT Fundraiser

Lieberman moved to publish the Freedom to Read ad in our next NDLA newsletter and that a letter of support come from President Bratton. Jacobs seconded. Motion passed.

Professional Development Grants – Holman

At the 2008 conference, Holman, Safratowich, and Krenz discussed restructuring the finances into one lump sum, thus the Professional Development committee could decide how to utilize the funds on a case by case basis. Additionally, the intent of this change is not to take away from the integrity of the name of the grant and the total annual amount of the award would be limited. McHenry moved that we create one line item of \$8000 of professional development for this year. Harken seconded. Motion passed.

Big Read Program

Kristen Borysewicz requested NDLA to pledge \$250 as matching funds for the Big Read grant program. In exchange for NDLA's donation, Borysewicz would present at the annual conference. This donation would impact the incoming budget as the status of the grant would not be known until spring 2009. Schulz motioned to approve the donation of \$250 from the 2009 budget pending the grant approval for the Big Read Program in Grand Forks. Lieberman seconded. Motion passed.

Flickterail Stickers and SLAYS Budget

The cost of the stickers is around \$150. Peterson motioned to boost the SLAYS budget by \$150 for the purpose of purchasing Flickertail stickers. Harken seconded. Motion passed.

NDLA Budget

Schulz motioned to increase Mileage to Testify amount from \$500 to \$1000. Krenz seconded. Motion passed.

With additions to the budget, including \$250 for New Members Roundtable, Peterson motioned to approve the budget as amended. McHenry seconded. Motion passed.

Bank Account Signatures

Two signatures are now required and approval from the board and a written statement from Safratowich and Ellen Koterba are needed to go forward. Krenz motioned that Koterba be the second signature needed on our accounts. McHenry seconded. Motion passed.

Ad Hoc Blog Committee

Harken drafted three recommendations and presented them to the board. At this point we will start with one blog through WordPress, which Theresa Norton has begun to set up. The committee consensus for the blog was to provide another source of quick information. Berg motioned to proceed with the first blog through WordPress as a trial run with policy guidelines to be developed. Peterson seconded. Motion passed.

Good Stuff RSS Feeds

Discussion focused on hyper-linking emails with teasers of stories included in the publication; President Bratton will visit with Marlene Anderson.

Executive Secretary Evaluation and Contract

President Bratton would like to develop an evaluation procedure of the Executive Secretary for the next president. An ad hoc committee meeting date was set over lunch at today's board meeting: January 28th is the first choice and January 22nd is the snow day. After email solicitation, three responses were given to President Bratton, all of which praised Cathy Langemo. President Bratton would like to write a positive recommendation for Langemo's ongoing work with our organization. James motioned to renew the Executive Secretary's contract for another two years at the current hour and rate. McHenry seconded. Motion passed.

Nominations for Awards – James

James is seeking nominations for Librarian of the Year and Major Benefactor of the Year.

SLAYS Policies Handbook, SLAYS Bylaws, President's Policies Handbook – Baesler

Baesler distributed the proposed changes prior to the December meeting. Lieberman moved to approve the recommendations to the SLAYS Policies Handbook today. Peterson seconded. Motion passed.

James motioned to approve the changes in the SLAYS Policies. McHenry seconded. Motion passed.

McHenry moved to approve the changes to the President's Policies Handbook. Lieberman seconded. Motion passed.

Reports

President – Nothing to add

President-Elect – Theme for conference: “Evolution of the Library”

Past-President – Nothing to add

Secretary – Nothing to add

Treasurer – Absent

ALA Councilor – An invitation was sent to chapter representatives to distribute information on the recent Presidential election

MPLA Representative – MPLA Conference with KLA is March 31-April 4

Academic and Special Libraries – Nothing to add

GODORT – Absent

Health Sciences – Absent

NMRT – Nothing to add

PLS – Nothing to add

SLAYS – Nothing to add

Constitution, Policies, and Bylaws – Nothing to add

Finance – Nothing to add

IFC – Absent

Legislative – Working on a brochure for testifying

Nomination and Elections – Bjork strongly urges NDLA to switch to online voting and has recommended we use SurveyMonkey at an annual cost of \$200. Lieberman moved that we subscribe to SurveyMonkey for an annual fee of \$200. Harken seconded. Motion passed.

Membership – There have been some objections to having personal phone numbers in the online directories.

Professional Development – Nothing to add

Public Relations – Absent

Good Stuff – Absent

Executive Secretary – Absent

Archivist – Absent

State Librarian – Nothing to add

Web Editor – Absent

Next Meeting

Via IVN, March 6, 2009, from 9 AM to 12 PM; to be set up by James.

In 2009, the December meeting may be moved to November before Thanksgiving to avoid issues with weather, holidays, and other end of year meetings.

Adjourned at 3:09 PM.

Respectfully Submitted,

Zach Packineau
Secretary