



**Minnesota Library Association**

**Board Meeting Agenda**

Friday, August 21, 2015

10:00 AM – 12:00 PM

**Present:** Pat Conley, Robin Ewing, Carla Lydon, Maureen Gormley, Jennifer Hootman, Michele McGraw, Amanda Mills, Laura Morlock, Tammy Schoenberg, Maggie Snow, and guest Val Horton.

**Absent:** Margaret Stone, Amy Wilde

**CALL TO ORDER:** Maggie called the meeting to order at 10:02am.

**Welcome and Introductions**

Welcome to guest Val Horton, Director of Minitex.

**Approval of Revised Consent Agenda**

- Board meeting agenda
- July Minutes
- Reports

Consent agenda was approved unanimously.

**Approval of July financials (Hootman)**

1. **Total Assets:** \$187,123
2. **Total Revenue YTD:** \$135,787
3. **Total Costs of sales YTD:** \$32,573
4. **Monthly Expenses for July:** \$11,558
5. **Showing YTD Net Income/(Loss):** \$16,907 (net gain) a. 2015 annual budget projected Net (Loss) of (\$50,205) at year end

Motion to approve proposed by Hootman; seconded by McGraw. All approved.

**Presentation by Val Horton**

o State-wide eBook collection (Horton)

See PPT handout on the two projects. First Project: e-Books Minnesota. Val shared what people currently want and what vendors provide. Regional systems already provides many of those materials and already collaborates. What should be the next model? A permanent purchase? For Minitex it was critical that this project had to have collections from all types of libraries. Funding is an issue. Also buy in. They based their model on North Carolina and Arizona. As a state we have more publishers than other states. Minnesota also has a large infrastructure of publishers and twelve are focused on school-aged care (particularly ABDO,

Capstone and Lerner). We have the ability to build a really robust collection area. See slide of publishers who were already approached for a solid adult and children's collection. The platform will be Bibliolabs. Val shared images of some of the collections. It has a standard e-book reading experience and an ability to create sub-book collections within your reader. The collection will be available in ELM. It is a hugely accessed system. It will be a project under the MN Digital Library. MARC records will be available for download and access. Minitex is coming to MLA hoping the library community will help get the word out about this collection. It may take awhile to get a robust collection built. Each publisher has to make their own decisions about how their collaboration will work. They want to test first. Want to see perpetual access use by patrons. Val hopes MLA will talk to publishers about this and get the word out; also that MLA will support events to highlight MN publishers and encourage them to join this collection. Could be a shared curriculum development. They have two years of funding for this joint project with the Department of Education.

Second project: New York Public Library project "simply e" which would allow for one seamless experience for using one device with functionality to work across library systems. A single user interface. Another NY Public project is called LEAP. It is a direct competitor to eBook publishers. The library will serve as the main point of contact for this. Minitex supports these projects and wanted to share about them.

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

##### **o Legislative Update (Conley)**

Brief update. We have to get our partners together to talk about the contract. It needs to be reexamined. Do it in 2015. Pat will work with Maggie and Margaret to set up a meeting.

##### **o Using Engage (Conley, Ewing)**

ALA had a teleconference webinar on ENGAGE. It is available for viewing. We need to get ENGAGE up and get a project on there before the MLA conference. We'll need to see how it will be set up. There needs to be a consistent person to maintain it, not a rotating chair. Pat has set up access for five people including Tammy.

The breakdown for percentages is: CRPSLA 52%; MLA 33%; Multi-types 10%; ITEM is \$5000 of the total. The current Lobbyist or contract is called "MLA/ITEM Lobbyist." It has been suggested to call the position "MN Library Lobbyist." Documentation of past conversations about the contract and position needs to be reviewed. There should be minutes. We may also need to have a legal representative at the conversation.

This is on the Fall Legislative agenda.

#### **Strengthening our organization**

o Changes in leadership announcements. Welcome to Amanda Mills as the ARLD Chair. Stephanie Hall has resigned as PLD Chair. Frances Veit is the new PLD Chair. She could not join us today. Subunit leader Bethany Grabo, CYP incoming Chair, is moving out of state so an incoming chair election will happen later. The PLD website page needs to be updated.

##### **o Digitizing Records (Snow)**

The proposal has been accepted. It has already started. The committee will give lessons on metadata. There may be a sneak peek at the conference.

##### **o Financial Strategy (Finance Committee, Schoenberg)**

Membership dues. See draft letter template. It will go out to the members. It has a breakdown of the percentage increase. It was suggested to change phone numbers to email addresses for the contacts. The parenthetical information will be taken off the handout. The Board agreed the letter was fine to send out.

o MLA Policies Document (Morlock). Laura has been working on the MLA Policies Document. It was proposed to have one Policies document moving forward and not all sorts of individual documents with various policies. Old update dates were taken out. Do we need to add Antitrust and Whistleblower policies? Feedback was that the language in the Antitrust and Whistleblower policies is too corporate. Katheleen James had started the manual. Other Board members have been adding to it. This document will eventually be posted on the web.

Please send notes and feedback to Laura (and Tammy and Maggie). Changes to the policies document can be made without running it by the members. Laura will check references to the bylaws in the document.

o MILE Task Force: There is now a MILE Task Force Committee comprised of: Johnathan Carlson, Reagan Thalacker and Kaitlin Heidgerken Greene. They will come up with a proposal for the group.

### **Engaging our members**

o 2015 Conference update (Stone, McGraw)

The print program deadline is around the corner. Program information is in. Handouts online are under way. Awards close on Tuesday. Things are slowly coming in. They will reach out for nominations to the Committee. 154 people have registered already. The conference on Thursday has competition with Nerd Con and a Madonna concert. MLA will have a creation station with a cash bar; poet Molly Van Avery will be there. Our goal for attendance is 550. The October Board meeting may be a brief meeting at the conference. Following this conference we may want to survey the attendees about the two-day format for the conference.

o 2017 Annual Conference. It will be in Rochester. Contracts have been signed.

o 125th Anniversary Committee. The pop up banner is underway. Research is happening at MHS for trivia and photos.

o Membership Committee (Lydon). The St. Kate's ALA Student Chapter approached Carla for someone from MLA to come talk to them about professional development. Carla also shared a draft of the survey that will be sent to members. Feedback? It was suggested to add: "What other comments do you have?" Add a range for the first question with a section for "I don't know." Add "Student" to question number 2 and add "multitype consortia" versus "multitype." Get rid of number 3. For question number 4 ask "on a scale of 1-4 how important is... (for each bullet)?" Get rid of 5 then. Keep it short and sweet. When do we implement this survey? After Labor Day. Let members see a map of where members are from. Do we have an MLA survey monkey account? No. We have a survey system through the MLA database. Final questions can go to Tammy who will plug it in. We may want to use MHQ for surveys from now on; especially for documentation and archival purposes.

### **Developing and equipping our leaders**

o Nominating Committee update. The ballot has been posted. Vote.

o ARLD Bylaws Update (Amanda). Regarding recent issue with the Chair position, they would like to make changes to their bylaws. Amanda will then share it with ARLD members and they can vote on it at the

conference. In MLA bylaws section 14.3, re: removal for cause. Would like to clarify what “cause” is. It’s if someone: “goes incommunicado, missing meeting without excuse, not fulfilling duties.” Also want to specify that there be a chance to communicate. Change language to “cause is not fulfilling your duties, including...” Add these changes only to ARLD and PLD in bylaws at conference meeting. These are Board positions. In the past two years we’ve had a surprising turn over in the Board. We don’t have transparent processes and need to have a clear process. Refer also to Article 14 in bylaws for vacancies. This is only for some positions. Keep it broad for language. For closure, Maggie, as President, will send a certified letter indicating removal of office from a Board position.

Amanda shared proposed changes to the ARLD bylaws. There was Board consensus approval.

o Other

The Charleston Friends sent a thank you letter for our donation. And ALA Legislative Day had sent a thank you note as well.

### **Adjourn**

Maggie moved to adjourn the meeting at 11:44am; Pat seconded the motion. All were in favor and the motion was approved.

Next meeting: Friday, September 18, from 10 am to noon at MELSA.