



**MINNESOTA LIBRARY**  
ASSOCIATION

**Minnesota Library Association**

**Board Meeting Agenda**

October 20, 2017

10:00 AM – 12:00 PM

**Welcome and Introductions**

**Present:** Sarah Hawkins (Secretary), Jim Weygand (MLTA Chair), Deborah Bifulk (Member at Large), Ryan McCormick (President Elect), Amy Boese (President), Ann Walker Smalley (Legislative Chair Elect), Sara Ring (MLA/ALA Chapter Councilor), Stacey Hendren (PLD Chair)

**Remote:** Jodi Grebinoski (ARLD Chair), Tammy Schoenberg (Executive Director), Jami Trenam (Legislative Chair)

**Absent:** Sara Zettervall (Communications Committee Chair), Margaret Stone (Past President), Kate Anderson (Treasurer)

The meeting was called to order by Boese at 10:01 am.

**Approval of Consent Agenda**

- Board Meeting Agenda
- September Minutes
- Reports

Bifulk moved to approve the consent agenda. Weygand seconded. All were in favor and the motion was approved.

**Approval of financials (Schoenberg)**

1. **Total Assets:** \$295,746
2. **Total Revenue YTD:** \$273,775
3. **Total Cost of Sales YTD:** \$32,668
4. **Monthly Expenses for September:** \$14,457
5. **Showing YTD Net Income/(Loss):** \$120,882 net gain
  - a. The 2017 annual budget projects a net loss of \$9,390 at year end.

Schoenberg reported that annual conference revenue was approximately \$8,000 over what was anticipated, and that they are still working on costs. Due to this, Schoenberg expects we will breakeven at the end of the year now.

Hendren moved to approve the September financials as presented. McCormick seconded. All were in favor and the motion was approved.

### **Engaging our members**

#### **2017 Conference Update (Stone, Boese, McCormick)**

News things, including t-shirts, were successful. The conference committee will have a full review in November with survey results. Ring raised the question of what will be done with “This is what radical looks like” pictures taken by Epson. Tammy will find out if we can have digital files for marketing purposes. More wrap-up will be available at the November board meeting.

#### **Continuing Education Committee (Boese)**

Boese, Anthony Molaro, and Nicole Miller (chair) are working to revitalize the committee, starting with a 6 month goal. They hope to host quarterly events, beginning in April, moving the event throughout the state but also make them available as webinar. They plan to start with topics that were strongly successful at conference, one likely being Radical History. Boese inquired about interest in serving on the committee. Walker Smalley believes multi-types should be represented, as continuing education is of their mission and volunteered Metronet. Bifulk recommended a call for volunteers; McCormick will do so at the part of the year. The committee has not been formally established; Boese will look into the process, figure out the formal structure and bring the request back to the board.

### **Strengthening our organization**

#### **MHQ Update (Schoenberg)**

Schoenberg reported MHQ has been busy with conference over the last month. Now they are working on 2019 conference, with a site visit set up at Mystic Lake on Nov. 14<sup>th</sup> at 3pm. Boese will send out invite to the site visit for interested board members. RiverCentre is also being considered.

#### **Membership (Bifulk)**

Bifulk reported a nice uptick in membership at 648, over 601 last month, including new student members. The Intro to Conference session went well with 6 attendees. Bifulk recommended that be a pre-conference option next year. At the conference table, the membership committee took photos and solicited quotes of how MLA supports members, to be used for member profiles and promotion on Facebook, Twitter, and the website.

#### **MLA Preservation Task Force (Ring)**

Ring presented a proposal for the creation of a one-year Preservation Task Force to review the draft retention policy from 2008, investigate a donor agreement with MNHS, and generally establish a process for sending the organization’s digital content to MNHS for archiving. Ring wondered who should serve on the task force. Bifulk proposed the creation of new board member: Board Historian, which is something to consider for strategic planning. In the meantime, the committee should have a board member who plays a liaison role, and McCormick will issue a call for volunteers. Ring recommended Stuart Van Cleve to lead the committee. The presidential trio will consider which Board position makes most sense as liaison and bring it back to the board at the November meeting.

Hendren moved to accept proposal for creation of MLA Preservation Task Force with intention that there will be MLA Board liaison and call for volunteers in January 2018. Bifulk seconded. All were in favor and the motion was approved.

#### **Strategic Planning 2018 (McCormick)**

McCormick reported that the first budget preparation meeting for 2018 was two weeks ago, with the next meeting being next week. The budget allows for \$10,000 for strategic planning, which will be pulled from reserves. McCormick believes we will hire a contractor for strategic planning, with 1 or 2 days of sessions. McCormick is committed to soliciting member feedback and will continue to keep everyone updated as things move forward.

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

#### **MN Library Advocates - EveryLibrary List (Boese)**

Boese shared an email from EveryLibrary, which shared the database of people in Minnesota who have opted into EveryLibrary, and included a request for discussion about growing that list especially those outside the profession. The board discussed MALF involvement, including discounted MLA conference registration and board liaisons. Need to be more intentional about letting leaders receive board packets, etc. Walker Smalley will take the request to the LegWork Committee to dig deeper into EveryLibrary and the work they do and will bring information back to the next board meeting.

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

MILE 2017 is already planning MILE 2019.

### **Other**

#### **Legislative Platform**

Walker Smalley reported that the MLA Board needs to accept 2018 Platform in concept, after being passed by its members at the annual meeting.

Trenam moved accept platform as approved by MLA members at the annual meeting. Ring seconded. All were in favor and the motion was approved.

#### **MNLibs**

The multi-type library systems are starting an online magazine called MNLibs. They will be soliciting content, including via online submission form. The hard launch will be at next year's ITEM and MLA conferences.

#### **Bob Rohlf resolution**

Ring asked where the resolution for Rohlf will be accessible and wondered if it could be on the website on the board page. The resolution will be included in the annual meeting minutes. Boese will email to Schoenberg.

### **Adjourn**

Bifulk moved to adjourn at 11:37. Weygand seconded. All were in favor and the motion was approved.

Next meeting: November 17th, 2017 from 10am to noon at MELSA.