



**MINNESOTA LIBRARY**  
ASSOCIATION

**Minnesota Library Association  
Board Meeting Minutes**

Friday, December 16, 2016  
10:00 AM – 12:00 PM

**Present:** Kate Bessey (Treasurer), Amy Boese (President Elect), Stacey Hendren (PLD Chair Elect), Amanda Mills (ARLD Chair), Laura Morlock (Secretary), Tammy Schoenberg (Executive Director), Margaret Stone (President), Maggie Snow (Past President), Frances Veit (PLD Chair), Ann Walker Smalley (2017 Legislative Committee Chair Elect), Jim Weygand (MLTA Chair Elect), Amy Wilde (MLTA Chair).

**Remote attendance:** Deborah Bifulk (Member at Large), Jodi Carlson Grebinoski (ARLD Chair Elect), Megan Kocher (Intellectual Freedom Committee Chair), Ryan McCormick (incoming President Elect), Barbara Misselt (Legislative Committee Chair), Jami Trenam (2016 Legislative Committee Chair Elect).

**Absent:** Sarah Hawkins (Secretary Elect), Sara Ring (ALA Chapter Councilor).

The meeting was called to order by Stone at 10:11am.

**Welcome and Introductions**

**Approval of Consent Agenda**

Board meeting agenda  
November Minutes  
Reports

Snow made a motion to approve the Consent Agenda. The motion was seconded by Boese. All were in favor and the motion was approved.

**Approval of financials (Anderson)**

November financials included in the meeting packet.

1. Total Assets: \$177,263
2. Total Revenue YTD: \$246,582
3. Total Cost of Sales YTD: \$73,968
4. Monthly Expenses for November: \$12,006

5. Showing YTD Net Income/(Loss): \$18,537 -net gain
  - a. 2016 annual budget projected net income of \$3,067 at year end.  
All conference expenses should be in.

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

### **2017 Budget**

Anderson provided an updated 2017 budget. The change made to the budget was updating the vendor fee for the conference. Initially, the board approved an increase of \$100 to the exhibitor fee for 2017, however, after further research, the Finance Committee believed that would be too large a jump. As such, they are presented a new budget with an increase of just \$50 for the exhibitors.

Note, the Conference Planning Committee will discuss whether food is included in the fee or not and get back to the Board.

Note: ITEM's conference (in Brooklyn Center) will overlap dates the 4<sup>th</sup> and 5<sup>th</sup> slightly with the MLA (Rochester) dates 5<sup>th</sup> and 6<sup>th</sup>.

Anderson made a motion to approve the updated 2017 budget with the change to vendor fees. The motion was seconded by Boese. All were in favor and the motion was approved.

### **Operating Reserve (Schoenberg)**

Currently the operating reserve is about \$17,560 less than MLA's policy requires. The policy indicates that the value of this reserve should be the greater of nine months current operating expenses or one-third of the average actual annual operating expenses for two of the previous three years. Schoenberg indicated that currently nine months of operating expenses is the greater of the two. The board discussed the need to discuss why there is a decline in membership. Should there be a campaign push to focus on what the membership benefits are and what you can get from this professional organization. Deb has worked hard on this: welcoming new members, sending out renewal notices, etc. Margaret will work on this with Deb. Other ideas included asking about posting on other organization websites; looking at some prospective members in the MLA database, talking to the heads of multi-types about putting MLA information in their newsletters and getting an MLA member from each system/library to be a point person. They would then submit MLA info to the staff newsletters, talk to new hires about membership, etc.

Anderson made a motion to move \$17,560 from the strategic reserve to the operating reserve to satisfy MLA's current policy regarding the operating reserve. The motion was seconded by Snow. All were in favor and the motion was approved.

### **Engaging our members**

#### **Subunits /Social Media Accounts (Grebinoski)**

Jodi led a discussion about whether subunits can set up their own social media accounts. There is no MLA social media policy right now. Discussion occurred on having separate accounts and on having

one account that everyone posts to, to have a cohesive branded unit. To expand beyond using email. There are time crunches which make using the RoundUp impossible. There is a communication guideline document for subunits and social media use, in the Communications Committee area on the MLA website. Can also post to MetroBriefs. Assign a social media person for each subunit and have them post to the official MLA social media sites. Margaret will look at this more and review the Communications Committee document and talk about this more in January. RASS, RART, PLD already have their own sites. ARLD has been given the go ahead to create their site with the encouragement to look at the document. Note: the MLA twitter site has 2900 members; MLA has 600 members.

#### **Board Member Profiles (Stone)**

Per Margaret, Sara Ring shared that in past Board profiles have been shared with the members. Propose that next year we add Board profiles back on the MLA website on the front page and keep it current. Also, the MLA Spotlight should be focused on more in the RoundUp.

#### **Strengthening our organization**

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

Tammy reported that she's been working with MILE and ARLD on speaker agreements. She'll work with PLD in the coming weeks to solidify PLD Day.

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

##### **Legislative platform – ESSA (Trenam & Walker-Smalley)**

Would like to add a clause into the 2017 platform to support the every student succeed act. ITEM wants to add a policy statement that all libraries and librarians support strong libraries. Ann has two sentences to add to the ITEM Platform. "The Minnesota Library Association and the Information and Technology Educators of Minnesota strongly encourage the Minnesota Department of Education to include school library media programs in the state Every Student Succeeds Act Implementation plan. Effective school library programs help ensure increased student academic achievement, literacy, and information literacy skills in that prepare students to be part of the World's Best Workforce." The goal is to get media programs names in the ESSA Plan.

Misselt made a motion to approve the amended Platform adding the language: "The Minnesota Library Association and the Information and Technology Educators of Minnesota strongly encourage the Minnesota Department of Education to include school library media programs in the state Every Student Succeeds Act Implementation plan. Effective school library programs help ensure increased student academic achievement, literacy, and information literacy skills in that prepare students to be part of the World's Best Workforce." The Board discussed it and wants to support adding in this language to the Platform. The motion was seconded by Snow. All were in favor and the motion was approved.

In the past the MLA President has drafted a letter of support to MDE. This can happen later.

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

n/a

**Other**

MILE is taking place in 2017 and they are still looking for mentors; help recruit.

Kate shared that Rachel Gray, Chair of RART, would like to use the \$100 from last year this year for their April Retreat for a speaker Mary Janice Davidson. Kate checked that it can be carried over. Rachel should submit the required paperwork.

Megan brought up IF news about article in NY News and Hate Crime and interview of Jamie LaRue and report of hate crime incidents in libraries. He'll be sharing with states about these incidents; they're just collecting it for now. We may be receiving some data. There have been incidents in MN libraries. There is an ALA's Libraries Respond site: <http://www.ala.org/advocacy/diversity/libraries-respond> as "a space for us to help keep current events in conversation with libraries' ongoing work in and commitment to equity, diversity, and inclusion." If there are any incidents in MN what should be done? Megan would like it reported to ALA and they will report back to Megan so there is one site for collecting that data. Megan will add a note about this in the RoundUp.

Amy shared that there are possibly four upcoming Continuing Education meetups/webinars on a variety of topics with Feb. 24 being the first, and the other meetings in April, August and October. They could be combined with Divisions. ARLD has also livestreamed their speakers in the past; they did charge for it. Top items from the Continuing Education survey included: how to deal with conflict, how to administer, gaining more work related skills, collaboration and communication, and inclusion of diversity in all of the topics. ARLD is having an upcoming speaker on the topic of "How to get your partners and staff on Board, with a big change in the organization." Videos of speakers would be in the log in area of the website for MLA members only. Non-members can join MLA.

Ann mentioned to make sure to add any events to the state-wide continuing education calendar.

**Adjourn**

Snow made a motion to adjourn the meeting at 11:15am. The motion was seconded by Boese. All were in favor and the motion was approved.

Next meeting: January 6, 2017 from 10 am to noon at MELSA.