



**MINNESOTA LIBRARY**  
ASSOCIATION

**Minnesota Library Association**

**Board Meeting Minutes**

Friday, July 22, 2016

10:00 AM – 12:00 PM

**Present:** Kate Anderson (Treasurer), Deborah Bifulk (Member at Large), Megan Kocher (Intellectual Freedom Committee Chair and representing ARLD today), Barbara Misselt (Legislative 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), and guest Jim Weygand (from the city of Carver representing MLTA in place of Amy Wilde today).

**Absent:** Amy Boese (President-Elect), Amanda Mills (ARLD Chair), Amy Wilde (MLTA Chair).

Meeting called to order by Margaret at 10:03am.

**Welcome and Introductions**

Welcome to guest Jim Weygand from the city of Carver, representing MLTA in place of Amy Wilde today.

**Approval of Consent Agenda**

Board meeting agenda

June Minutes

Reports

Motion to approve the Consent Agenda by Frances; seconded by Maggie. No additional discussion. All approved.

**Approval of financials (Anderson)**

June financials included in the meeting packet.

1. Total Assets: \$156,089
2. Total Revenue YTD: \$94,904
3. Total Cost of Sales YTD: \$13,875
4. Monthly Expenses for June: \$13,839
5. Showing YTD Net Income/(Loss): \$2,653 -net (loss)
  - a. 2016 annual budget projected net income of \$3,067 at year end

There were no questions. Motion to approve the financial by Kate; seconded by Deborah. No additional discussion. All approved.

### **2016 Budget Check-in (Schoenberg)**

Tammy gave an update on the budget. See handout for breakdown on year-to-date, annual and where we should be. PLD and ARLD came in ahead of budget. Expenses are in line. Professional fees (Lobbyist) are over a little bit. On the sheet, "Contract Administration" is MHQ. Tammy indicated that we won't really know where we are at until after the Annual Conference.

### **Engaging our members**

#### **2016 Conference update (Snow, Stone)**

Maggie gave an update on the conference work. The schedule is up on line. Featured speakers are all set. Press releases went out this morning. Registration opened yesterday. Preconference is getting organized. An update will go out in the RoundUp. The next two future conference sites are still set. There will need to be future discussions about updating the "tracks" for the conference sessions.

#### **125th update**

Margaret shared that there will be another meeting for this Committee. There will be a timeline on the wall. Posts in the RoundUp are going out. There will be a professional table at the conference.

### **Project Updates**

#### **ALA Chapter Councilor's Report (Ring)**

There is a long report from Sara that you should have received with many Council document resources. Sara provided the highlights of that document: Libraries Transform (a 3-5 year campaign) and how we can help promote it; needing more messages for Academic Libraries within the Libraries Transform campaign; there was a whole conference session on this which might be offered as a webinar later; other Chapters have made their state logos a part of the Libraries Transform logo as well; Sara will have an ALA professional table at the MLA conference with swag on Libraries Transform, a photo opportunity to showcase library staff, and a conference ribbon. There are two ALA resolutions she'll share more in depth later with the Board: ALA not seeking enough input from Chapters and needing better communication. So it was proposed to have a working group to ease communication with ALA to Chapters and Divisions. There was another resolution on gun violence due to the incident in Orlando, Florida; it was deferred to Mid-Winter due to high emotion and not enough information at that time. There will be more information on this later. Let her know if there are any questions.

#### **ALA Chapter Leaders Forum (Stone)**

This was Margaret's first time attending ALA. The Chapter Leaders Forum was very informative. See her written report for more detail.

#### **Requests from Subunits (Stone)**

RASS: This request is a request for funding which is within the budget we give to Subunits for support. Is it okay to use for funding for food? What is the process for payment? A Subunit has to come to the Board with a request for funding, ideally in person. Motion to approve this for RASS by Sara; seconded by Frances. All in favor.

DORT: See handout on this request proposal. We do pay for keynotes and featured speakers and mileage, but generally we do not pay an honorarium for speakers. The Board discussed their options: 1. Do nothing; 2. Cover expenses; or 3. Cover expenses and honorarium. Going forward, the Conference Committee needs to draft guidelines and process for what to do in these sorts of situations for honorariums (for example what to do with pre-negotiation and how/when to request for this sort of funding if that is available in the future), etc. A motion was made by Maggie to approve paying \$300 to each of the two speakers (Makeda Zulu-Gillespie and Barb Fabre) in the DORT funding proposal, to come from the Conference Program budget; seconded by Megan. No further discussion. All approved.

#### **Continuing Education Committee (Stone)**

Amy Boese is helping to get this started. They have a survey and will be presenting at the conference.

#### **Website Taskforce (Stone)**

There are three people on this Committee. They are working on a survey to be sent out to the MLA members early next week about the MLA website. They will work on making suggestions for changes to improve the site. Pass along any thoughts/ideas to the Committee.

#### **Strengthening our organization**

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

We are staying steady with the membership numbers. The conference brochure is being worked on and is almost done. Working on conference planning.

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

##### **Legislative Forum Update (Misselt)**

Barb shared that the Forum happened in July. Attendance was down (42) though enthusiasm was high. Thank you to MHQ for organizing it. There was a bit of re-explaining about the processes for the Committee; there were many new attendees. More Subunit Chairs should be attending this forum. If priorities need to be set, then everyone needs to be at the table to be sure all goals/needs are met.

#### **Lobbyist Survey Results (Misselt & Stone)**

There may be a Special Session this year; after August 31 there won't be a Lobbyist, if the process isn't complete by that time. Could there be an extension? There was a survey they will look over the results.

#### **RFI (Misselt & Stone)**

Two years ago the Board made a decision to put out an RFI for a Lobbyist. The RFI was put out after the Legislative Session. The evaluation of the Lobbyist closed on Wednesday. See handout. The response rate was low: 60 total responses (45 were from MLA members; 20 ITEM; 3 other). MLA is the fiscal agent for the lobbyist contract, but there are four partners. We are stronger as a group in our support of libraries. There is also concern about the lack of support or interest for this from our members. How passionate should we all be about the Legislative Process for MLA? As leaders, the

Board needs to support educating members about the MLA Legislative process and the Lobbyist. At the August 2, 2016 Legislative Steering Committee meeting a decision will have to be made; the MLA President (or someone on her behalf) has to make the decision. There should be an "Everyday Advocacy" Committee to work on communication about advocacy to the MLA members and the public. For example, check out the ALA site for communicating with your Legislators and see how easy the communication capability is. There is a model of ALSC blog on Tuesday advocacy topics to also check out.

Thoughts for the Steering Committee about continuing the Lobbyist position and support about maintaining how much MLA is paying (percentage), etc. Barb is the Chair. Overall there was support for this.

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

#### **Minnesota Library Foundation Job Description (Stone)**

Per Maggie, according to the MLA conference procedure manual, past MLA Presidents have served on this Committee. See handout on job description.

Motion to move accepting the MLF job description as is by Maggie; seconded by Sara. All approved.

### **Other**

#### **Membership Committee Update (Bifulk)**

Deborah is keeping track of emailing expired members. Is there a way to also reach out to people who are not currently members? Should we post in newsletters (for example) with other organizations? Define our audience, show how it will benefit that organization to share our information, etc. Jim shared that promoting MLA with other organizations can help the profession, yourself, serves the community and the people you work for. Deborah can write up some language about this; Margaret will work with her on crafting the final language and on sending it out

Deborah also shared about the Librarians and Black Lives Matter movement. She'll send the tweet to the Board.

Frances attended a meeting about making other locations Workforce Center Affiliates (WOIA) and what that would entail, including training, branding, and issues. Could there be train the trainer training? Is having more locations beneficial? See document that Frances passed around. Most of this happens with Public Libraries, but it could be with other library types. The Department of Education will have more information on this later. Check out WOIA. As a library user, it increases a library's value. It can open up more partnerships with other organizations.

Help promote the ALA Emerging Leaders opportunity to everyone. Deadline of August 1. Information is on the MLA website and ALA website.

### **Adjourn**

Maggie moved to adjourn the meeting at 12:03pm; Frances seconded the motion. Next meeting: August 26, 2016 from 10 am to noon at MELSA.