AzLA Board Meeting
October 17 2014

- Present
  - Ann Boles
  - Judith Pepple
  - Debbie Hanson-Tripp
  - Denise Keller
  - Holly Henley
  - Joan Clark
  - Dale Savage
  - Amber Matthewson
  - Gina Macaluso
  - Bob Diaz
  - Erin MacFarlane
  - Sandy Edwards
  - Alexis Skidmore
  - Dan Stanton
  - Matthew Harp
  - Ashley Ferguson
  - Adrienne Sayban
  - Christine Tuttle

- Call to Order 10:00 AM
  - Introductions
- Approval of Agenda
  - Judith motions to accept
  - Dan seconds
  - All ayes
- Approval of August 2014 minutes
  - Amber motions to approve
  - Dan seconds
  - All ayes
- President’s Report: Ann Boles
  - There is a new conference committee chair
    - Jasper Halt and Ann Leonard are co-chairs for the 2015 conference
    - Lizzie Matson conference program chair
  - State Marketing and Branding Committee invited Arizona Highways to exhibit at Conference
- State Library, Archives & Public Records Report: Joan Clark
  - Investigating ideas on entrepreneurship opportunities in libraries
    - Alexandria Innovation Network ideas and changes
    - Rework IMLS grant for training on local economic development opportunities
  - E-rate changes
    - State Library staff working on training for new rules which are in effect for next year's submission
Training Opportunities
  - Leadership Institute with Maureen Sullivan last week in April
    - Applications close in December
  - Facilitation Training in January and March with Cheryl Gould
Several offerings at the conference for Pre-Conference programs supported by the State Library
Conference is also the official launch of Reading Arizona
  - readingarizona.org
  - AZ eBook Platform
  - 500 books available
    - unlimited users
    - unlimited access
  - all genres
  - tool for self-publishing
  - bibliolabs platform
Access to Justice partnership program
  - Maricopa County pilot
  - worked with courts: Chief Justice Bales
  - goal to help the public connect with legal resources state wide
    - libraries host legal clinics
    - forms and legal advice

President-Elect’s Report: Dan Stanton
  - working on next year’s conference
  - location in Flagstaff is a possibility
    - different style, but asked for quote to negotiate
  - consider the size and concurrent sessions of our conferences
    - do we have too many concurrent sessions?
    - stop keynotes?
    - things to consider for next year
  - four online planning meetings
    - less than ten people, but great conversations
    - particularly interesting were library staff in remote areas who appreciate regional forums and conferences

New Action Items
  - Hiring of a webmaster for AzLA
    - Dan drew up a position design for the webmaster
      - based on suggestions from Matt Harp and a similar position at MPLA
      - at MPLA contract employee and ex-officio member of executive board
      - Board reviewed at document Dan created and discussed particulars of the position
      - Ann commented that the document looks wonderful
    - Question about whether this person could be appointed, or should we open it to applications
    - Matt emphasized that this is a first draft and can be adjusted through the next year
• No rules or limitations in association bylaws that would set the decision for appointment or opening for bid
• Need to ensure this person is aware of their specific expectations
• Denise gave context to the history of hiring a contracted employee
  o board committee identified candidates, and worked together to choose the correct one
• Matt emphasized the importance of the candidates ability to work with YourMembership.com
• Don’t want to encourage conflict with people upset that they weren’t considered for the position
• Discussed possibility of adding a skills component to the job description
• Possibly if opened to the public, need a timeline on when the position would be opened
• Matt questioned when funds allocated needed to be spent
  o can always change the budget amount next year
• Dan imagines it as a monthly stipend
• One or two year agreement?
  • Joan
    o need agreement to show expectations, milestones, deliverables, and timelines
    o should move forward with option to renew in contract
    o can send state template for agreement
• Discussion of whether and how we put the position out to the public
• Ann wants a vote for whether we open it or appointment
  o five vote for opening it to the public
• Ann moves to accept to adopt position description subject to edits
  o Bob seconds
  o all ayes: approved as amended
  • Career Development Facilitator
    • Michelle Simon from Pima County was accepted into the cohort facilitated by ALA
    • AzLA chapter needs to support candidate
      • $ for midwinter and annual conference
      • opportunity for conference presentation
      • opportunity for a webinar
    • Dan would like us to approve funding for Michelle at Midwinter
      • training runs from January 29-May 14
      • Face to face 1/29-1/30
      • online self-paced from 2/1-5/14
    • Discussion over how much to allocate for funding
    • Board decides to set aside $1500
    • Bob moves to approve the funding for Career Development Facilitation training
    • Erin Seconds
    • All ayes
  • Syracuse University Program proposal
    • Ruth Small, faculty for SU School of Information Studies, proposed a program to satisfy a work requirement
- Program will include Barbara Stripland, Siri Feldman, and an elected official from Arizona
- evening panel discussion on 2/4/15 on a topic like the Library in the 21st Century: Insignificant or Innovative
- No funding required from AzLA, but we would be responsible for finding a place and promoting the program
- Discussion on which elected official to invite
  - Discussion on dates and locations for board meetings next year
    - Every Wednesday standing meeting
    - Would be rotating guests to discuss their work in the organization
  - YourMembership
    - Discussion over how to use this software to create better communication and inspire new leaders
- Past President’s Report: Tom Wilding
  - written report submitted
- Treasurer’s Report: Denise Keller
  - Financial Statements Submitted
  - Passed around 2013 income tax return
  - Operating fund is healthy
  - Investment account also healthy
    - Staying in budget
    - Money coming in
  - Registration for the conference
    - 77% of what we budgeted is already reserved with conference early bird registration
- ALA Councilor’s Report: Dana Braccia
  - Written Report Submitted
- MPLA Representative’s Report: Dale Savage
  - Written Report Submitted
- Conference Committee Report: Claudia Leon and Casey Van Haren
  - Written Report Submitted
  - Met and did a walk thru for the conference
  - Discussed catering issues
  - No microphones for speakers using the small room
  - Almost all sold out for exhibit booths
  - Do presenters have to pay?
    - preconference presenters do not have to register, but conference presenters do
  - Ann thanked Claudia and Casey for all their hard work this year.
- North Region Report: Judith Pepple
  - Written Report Submitted
- South Region Report: Bob Diaz
  - Written Report Submitted
- Central Region Report: Amber Kent
  - No Report
- Governance Committee Report: Stephen Stillwell
  - Written Report Submitted
  - Changes to bylaws submitted
- Questions or changes?
  - Vote on bylaws as submitted
  - all ayes
    - Move that the board accept the Horner bylaws
      - all ayes
- **Intellectual Freedom Committee Report:** Ashley Ferguson
  - Written Report Submitted
    - Discussed ideas on facilitating communication with partner organizations, particularly during Banned Books Week
    - Board encourages them to bring it up for discussion during the next year
- **Legislative Committee Report:** Brenda Brown
  - Written Report Submitted
  - New Committee Chair: Kathy Husser
- **Marketing and Advocacy Committee Report:** Michael Beck and Alexis Skidmore
  - Written Report Submitted
  - Registered for TFOB
  - Submitted Graphics and Flyers for Conference
  - Alexis and Christine taking over the committee
  - Thanks to Dale for helping with a Marketing and Advocacy Day
    - 1/2 day program at Carnegie
    - Park Howell to promote
    - Adding Advocacy in Action with AzLA M and A committee
    - Speaker Possibilities
      - Lattie Coor
      - Doug Pruitt
      - Speak Out Arizona (Civic action group)
      - Phoenix Humanities Council
    - 2/18/15
  - Would like to work more with Legislative Committee
  - Discussion over the purpose of the different committees
  - Gina: Materials for TFOB?
    - Not finished but have plans for very interactive display on advocating through telling stories
- **Membership Committee Report:** Sandy Edwards
  - Written Report Submitted
  - Booth schedule for conference out to committee members
    - scholarship recipients are scheduled at the booth
- **Newsletter Editorial Report:** Kassy Rodeheaver
  - written report submitted
- **Professional Development Committee Report:** Rebecca Blackiston
  - Written Report Submitted
  - Still seeking chair or co-chair for next year
- **SIRLS Advisory Report:** Amber Matthewson
  - Written Report Submitted
  - Thanks for Holly for stepping up to be chair for next year
- **Web and Social Computing Committee Report:** Matthew Harp
  - Written Report Submitted
- Corrected date in report to be sent to board
- **Awards Committee Report**: Gina Macaluso
  - Written Report Submitted
  - Received twice as many nominations this year than previous years
  - Nominations open January 1st
    - get word out earlier if possible
  - Question about GCRA committee
    - is an AzLA committee
    - In bylaws and handbook
    - Have their own website
    - linked from AzLA website
    - Want to integrate this online in the future
  - Gina orders the plaque for that award
  - Awards committee has 2 subcommittees
    - Service Awards
    - GCRA
- **CULD Report**: Dana Shreve
  - Written Report Submitted
- **PLD Report**: Melissa Samora
  - Written Report Submitted
- **SLD Report**: Ruth Kneale
  - Written Report Submitted
- **TLD Report**: Shirley Berow represented by Holly Henley
  - Met on Saturday August 23
  - Discussion about TLD combining with KIDS and AYLAS
    - Explained why division needs to be a division
    - all types of libraries represented
  - In 2017 AASL (American Association of School Libraries) will have National Conference in Phoenix 11/9-12
    - Can we combine conferences? Similar to combining with MPLA
    - AASL already has convention center booked
    - Do we have a contact with AASL to start the conversation?
      - TLD is an affiliate with AASL so there is a point of contact
    - Discussion on the benefits of combining conferences
    - Holly will work with Shirley on making contact with AASL
- **ALYAS**: Lauren Regenhardt
  - no report submitted
- **KIDS**: Jacqui Higgins-Dailey
  - written report submitted
  - Notion of combining dropped for now, and work to reinvigorate this group
  - ALYAS has new chairs and TLD is reinvigorated
  - Suggestion for ways to announce vacancies in committees
- **Government Information**: Susan Irwin
  - Written Report Submitted
- **Information Services**: Gina Kelley
  - No report Submitted
- **International**: Lili De Barbieri
No Report Submitted

NALIG: Noreen Sakiestewa
  - written report submitted
  - Gina attended tribal library meeting
    - very well organized and excellently presented

DPOPS: Tara Foxx-Lupo
  - written report submitted

Technical Services: Wendy Burk
  - written report submitted

Arizona Association of County Librarians: Judith Pepple
  - written report submitted

Association Manager: Debbie Hanson-Tripp
  - Forms for everyone to sign

New Business
  - Joan Clark passed out Reading Arizona bookmarks

Old Business
  - No old business

Erin Moves to adjourn
Gina Seconds

Adjourned 1:25 pm