

CLA Governance

Motions Approved by the CLA Board: June 2011 to date

FY 2018/2019

October 22, 2018

Meeting ___ Electronic Discussion ___ By Telephone X
Minutes approved by Erin from September 24, 2018 meeting.

MOTIONS - NONE

September 24, 2018

Meeting X Electronic Discussion ___
Minutes approved by Jayanti from August 27, 2018 meeting with minor edits.

MOTION I Description : Proposed to extend Hall Erickson's contract for three years with very few increases.

Person Making Motion: Andrew

Passed X Failed ___ Carries ___

MOTION II Description : Proposed definition of what it means to be an active member of the board - Modified examples of what being active includes.

Person Making Motion: Jayanti

Passed X Failed ___ Carries ___ Modified X

August 27, 2018

Meeting ___ Electronic Discussion X
Minutes approved by Jayanti from July 23, 2018 meeting

MOTION I Description : :Proposed approval w/edits of Governance documents Financial Handbook / Personnel Handbook / Independent Contractor policy

Person Making Motion: Derek

Passed X Failed ___ Carries ___

FY 2017/2018

June 27, 2018

Meeting Electronic Discussion

Minutes approved from May 21, 2018 meeting

MOTION I Description : Proposed - Bylaw Amendment (RE: Joint Membership)

Person Making Motion: Heather

Passed Failed Carries

MOTION II Description : Proposed - Bylaw Amendment (Board composition/terms)

Person Making Motion: Derek

Passed Failed Carries

MOTION III Description : Proposed - Proposed Standing Rules Amendment

Person Making Motion: Dolly

Passed Failed Carries

May 21, 2018

Meeting Electronic Discussion

Minutes approved by Andrew from April 23, 2018 meeting

MOTION I Description : Proposed - Budget draft.

Person Making Motion: Jayanti

Passed Failed Carries

MOTION II Description : Proposed - Have conference in Pasadena 20/20 with caveat that we commit to research other options and do our due diligence (including surveying membership and outreach to non members & non attendees) on all venues options with venue for 2021 confirmed by march 1, 2019.

Person Making Motion: Andrew

Passed Failed Carries

April 23, 2018

Meeting Electronic Discussion

Minutes approved by Michelle from March 26, 2018 meeting

MOTION I Description : Proposed - Need potential names for president, secretary also -- large time commitment.

Person Making Motion: Derek

Passed Failed Carries

March 26, 2018

Meeting ___ Electronic Discussion

Minutes approved by Derek from February 26, 2018 meeting

MOTION I Description : Proposed for election of 15 or 17 Board members elected per year.

Person Making Motion: Dolly

Passed w/Resolution of 15 Failed ___

February 26, 2018

Meeting Electronic Discussion ___

Minutes approved by Erin from January 28, 2018 meeting

MOTION I Description : Proposed language changes regarding leadership develop committee

Person Making Motion: Derek

Passed Failed ___

MOTION II Description : Proposed language changes regarding affiliate associations

Person Making Motion: Jayanti

Passed Failed ___

MOTION III Description: Proposed language changes that will make bylaws/standing rules consistent

Person Making Motion: Derek

Passed Failed ___

MOTION IV Description : Proposed additional language in support of protecting worker rights

Person Making Motion: Several People

Passed Via Email Failed ___

MOTION V Description : Proposed approval of budget

Person Making Motion: Derek

Passed Failed ___

MOTION VI Description : Proposed additional hours for Beth's during summer & conference

Person Making Motion: Michelle

Passed - will look at it annually/not ongoing Failed ___

January 26, 2018

Meeting Electronic Discussion

Minutes approved from November 5, 2017 meeting

MOTION I Description : Proposal SLIS at UCLA-- IMLS proposal project to address lack of diversity in library staff...want to know if CLA wants to participate as partner--sign on and serve as advisory and send out notices for members. CSL is a partner.

Person Making Motion: Jennifer

Passed Failed

MOTION II Description: 2016-2017 Audit

Person Making Motion: Dolly

Passed Failed

December 11, 2017

- Discussion only - no actual December 2017 meeting.
- Approved - Item #1: Agreeing to and securing future CLA conference venues.
- Approved - Item #2: Creating a CLA conference scholarship account to be administered by CLA Committees.

November 5, 2017

- Approve Minutes from September 25, 2017
- Dolly suggested changing the agenda to take care of new business first since some people would need to leave to catch flights. Derek moved. Passed by consensus.
- CLA Legislative Priorities Update - Larry introduced the updated document. Discussed the groups/entities CLA wants to cooperate with for advocacy purposes. RFP for statewide databases going out in the next couple months--for schools but public libraries can piggyback. SCA3 is not dead...could come back in January. Cenic not dead either. [Brief discussion about CSL's role in Cenic funding and where the plan to address eliminated funding went--Vanessa and Jennifer updated and talked about Greg's statements at AMA--issue on hold for now] Joint leg day very effective. Helen moved adoption of priorities,
- The CLA Board of Directors approves the following for our Signators at Wells Fargo.
- Add: Dolly Goyal, President/Michelle Perera, President Elect/Derek Wolfgram, Treasurer
- Remove:Helen McAlary, Past President & Kathy Gould, Past Treasurer

September 25, 2017

- Approve Minutes from August 28, 2017

August 28, 2017

- Approve Minutes from July 24, 2017
- Business Development Recommendation & Timeline- Discussion & vote to move forward with RFP

July 24, 2017

- Approve Minutes from June 29, 2017

FY 2016/2017

June 29, 2017

- Approve Minutes from May 22, 2017
- 7A. [CLA Bylaws and Standing Rule Amendments for CLA Board Discussion](#) (Dolly & David McFadden) [ACTION REQUIRED]

May 22, 2017

- Approve Minutes from April 17, 2017
- MOVE TO CLOSED/EXECUTIVE SESSION
- Affiliate Status Proposal -- request to approve putting bylaw change on upcoming ballot.
- Conference 2017 budget revise.
- Hall-Erickson Contract extension
- 2017-18 Budget Approval.
- Affiliate Status Proposal -- request to approve putting bylaw change on upcoming ballot.
- Palm Springs Library Conference Registration Request.

April 17, 2017

- Approve Minutes from March 27, 2017
- MOVE TO CLOSED/EXECUTIVE SESSION
- 2017-18 Budget priorities
 - Dillon's new contract
 - Business Manager Salary
 - 17-18 Budget draft - Options Presented
 - Option A: Keep PT Business Manager & Hire PT ED
 - Option B: Appoint ¾ Time Business Manager as Acting ED
 - Other BOD thoughts & concerns

March 27, 2017

- Approve Minutes from February 27, 2017--Dolly moved, passed unanimous
- Board Position Descriptions [ACTION]
- Board at Large, President--Genesis moved. Passed with minor changes to add time commitment estimates.

February 27, 2017

- Approve Minutes from January 9, 2017 --Cindy moved approval. Approved via consensus
- Plan to use the approved conference budget funds for additional hours for Beth and Robert Karatsu's hours. The other line item in the conference budget for staff would be to bring on another person to replace Trish's role--she will be stepping down from activities associated with conference. Andrew moved approval. Passed unanimously.
- Business Manager will have authority with approval of the personnel committee (Exec Committee) for make selection of contract personnel (positions already funded either by budget approval or grant). Personnel committee would approve. Full board would be brought in to approve significant changes with employees. Misty moved approval. Passed unanimously (Exception: Cindy abstained due to her role as a contract employee)
- CLA did not renew the contract with Guidebook for the mobile app. Kathy reviewed the impact on the budget--this will make things tight but it is doable and really necessary. Kathy moved approval. Motion approved unanimously.
- Kathy moved to allow hiring of a part time membership coordinator and part time events coordinator (may or may not be Lauren). Motion was approved.
- Genesis and Vanessa also discussed the resource Center for Creative Leadership and suggested CLA sign up for it (no cost). Andrew moved that we would sign up and develop a working group on how to adapt it to California. Approved unanimously.

January 9, 2017

- Consent Agenda--Jayanti moved approval, motion passed unanimously.
- Approve Minutes from November 6, 2016
- Jan Sanders resignation, Appointment of Cindy Mediavilla.
- Misty moved approval of the budget document. Motion passed unanimously.
- Andrew moved approval of the revised budget. The motion passed unanimously.

November 6, 2016

- Misty moved approval of minutes from August 22, 2016. Accepted.
- Motion to Extend financial authorization levels of Executive Director to Business Manager--Kathy moved. Unanimously approved.
- Motion to develop contract with Hall Erickson for Riverside Conference 2017. Contract of approximately \$55,000--motion was amended to allow staff to develop a 2-year contract with a not to exceed amount of \$55k annually. Moved by Kathy--unanimously approved.
- Motion to approve Galecia Contract--amount of \$16K to develop and maintain the conference website. Motion made by Misty, unanimously approved.

August 22, 2016

- Beth moved approval of minutes from July 25, 2016. Accepted.
- Action authorizing Helen McAlary as CLA signatory -- Andrew Carlos moved approval of adding Helen McAlary as an authorized CLA signatory granting her the authority to sign contracts, checks, financial documents, etc. on behalf of the California Library Association. Motion passed unanimously.

July 25, 2016

- Minutes from June 20, 2016 moved and accepted.

June 20, 2016

- Review of Agenda--approved by consensus.
- Consent Agenda--Jayanti moved approval. Accepted.
- Approve Minutes from May 23, 2016

May 23, 2016

- Review of Agenda--Rebecca moved approval. Accepted.
- Consent Agenda--Kathy moved approval. Accepted.
- Approve Minutes from April 25, 2016.
- Kathy moved approval of the budget proposal - Accepted.

April 25, 2016

- Review of Agenda--Kathy moved approval. Accepted.
- Consent Agenda--Kathy moved approval. Accepted
- Motion made by Kathy Gould that until a new Executive Director is hired, Past President Robert Karatsu is key executive of CLA.

March 28, 2016

- Review of Agenda--Kathy moved approval.
- Consent Agenda--Kathy moved approval.

February 22, 2016

- The Board voted for Hall Erickson to move forward with negotiating the necessary contract(s).
- Jayanti moved approval of the Consent Agenda...Approved.

January 22, 2016

- The Board approved the conference budget for 2016--a part of the 2016/17 budget.
- The Board approved the addition of funds for the software and asked Executive Director to investigate other options and purchase the one that seems best suited to our needs, not to exceed \$7.5K.
- The Board approved the renewal of contract with GES for the current year and go out to bid for future years.
- The Board approved the mid-year revision of the current budget. The revised budget includes funds for additional clerical staff and a part-time Executive Director.
- The Board voted for CLA to join the Earned Income Tax Credit program
- The Board voted for creating a CPLA Liaison position on the Advocacy and Legislation Committee

October 19, 2015

- The Board voted to accept the legislative priorities proposed by the Advocacy and Legislation Committee.

September 21, 2015

- The Board voted for CLA to join the Children Now Coalition.
- The Board voted for President Karatsu to send a letter to the White House and ALA in support of of ALA's letter addressing required professional competencies for the incoming Librarian of Congress.

August 17, 2015

- The Board voted for CLA to join the Expect More Collaboratory.

FY 2014/2015

June 15, 2015

- The Board approved President Karatsu signing a contract with Keane, a legal claimant services company, who will recover approximately \$4,000 investment funds owed to CLA.
- The Board voted to place the Bylaws amendments proposed by the Bylaws and Governance Committee onto the election ballot.

May 18, 2015

- The Board approved CLA being a partner to the Campaign for Grade-Level Reading's Clinton Global Initiative Commitment, titled the More Hopeful Futures Initiative.
- The Board approved the proposal for Robert Karatsu to serve as Interim Executive Director, beginning November 2015, when Natalie Cole returns to her position as Associate Executive Director.
- The Board approved the new contact with SCLC to provide CLA with office space and support staff services.
- The Board approved the 2015-2016 annual budget as presented.

March 16, 2015

- The Board approved the 2015 Conference budget.

January 23, 2015

- The Board approved taking \$7,500 per year from CLA general funds to pay the Edna Yelland scholarships, as long as CLA's financial status can support the payment(s), until the \$50,000 CLA borrowed from the Edna Yelland scholarship fund is repaid.
- The Board approved the revised 2014-2015 budget.
- The Board approved revisions to the Financial Handbook that (a) put in place a mid-year budget review and, if necessary, revision; (b) permitting the executive director to authorize non-budgeted items of \$2,000 or less. Non-budgeted items over \$2,000 but less than \$5,000 must be approved by the Treasurer. Non-budgeted items of \$5,000 or over must be authorized by the Board of Directors; (c) permitting the executive director to authorize any expenditure within the approved budget; (d) permitting the executive director to approved expenses that exceed any approved budget line by no more than \$2,000. Items that exceed by over \$2,000 but less than \$5,000 must be approved by the Treasurer. Items that exceed by \$5,000 or over must be authorized by the Board of Directors.
- The Board approved a Conflict of Interest Statement for the Association.
- The Board approved a Code of Conduct for CLA Conference.
- The Board approved a Social Media Policy.
- The Board approved a Use of CLA Logo/Branch Policy.

November 6, 2014

- The Board approved the 2013-2014 Audit Report.

October 20, 2014

- The Board approved the revised legislative priorities as set out in the Advocacy and Legislation Committee report.

September 22, 2015

- The Board approved the payment of the deposit for the 2015 conference venue in Pasadena (\$12,920).
- The Board approved that the organization move forward with developing a job description and other necessary documents related to the search for an executive director.

August 18, 2014

- The Board approved the slate of candidates for the CLA elections.
- The Board approved and directed member Jeff Scott to continue investigating the development of a CALIX Deals list for posts by vendors and others selling or promoting products.

July 21, 2014

- The Board approved the Marketing Plan as presented by board member Jeff Scott.
- The Board approved changes to the Financial Handbook, including a stipulation that, unless catastrophic change is required, the budget should be refined once per year, in January, after being approved in June.

FY 2013/2014

June 16, 2014

- The Board approved a budget for 2014/2015.

May 19, 2014

- The Board approved Diane Satchwell as a temporary signatory on the CLA account in Natalie Cole's absence, to be overseen by the CLA Board.
- The Board voted to support Assemblymember Gatto's recommendation of the reinstatement of funding for Transaction Based Reimbursement in the state budget.

April 21, 2014

- The Board approved Natalie Cole's appointment as interim Executive Director as of May 1, 2014.
- The Board approved adding Natalie Cole, Deborah Doyle, Robert Karatsu, and Beth Wrenn Estes as signatories on the CLA checking account, and removing Rosario Garza and Jan Sanders.

March 17, 2014

- The Board approved Sherry Wade as a CLA representative to the CYRM Committee.

February 21, 2014

- The Board approved the appointment of Luis Herrera as ALA Chapter Councilor.
- The Board approved the CLA Strategic Plan.
- The Board approved the conference budget.

January 31, 2014

- The Board approved the appointment of Board Member Hilary Keith to the Finance Committee.
- The Board approved the dissolution of the Library Accessibility Interest Group on the grounds of inactivity by the group.

December 16, 2013

- The Board approved CLA's participation in the Coalition to Protect Vital Local Services and expenditure of \$2,500.
- The Board approved the Slate of Awards for 2014 and recommended that the Awards Chair and Conference Chair find the appropriate place in the conference for honoring and promoting the *PRExcellence* Award recipients and their materials.

November 5, 2013

- The Board approved the draft contract agreement with Califa.
- The Board accepted the Audit Report presented by Executive Director, Rosario Garza.
- The Board approved the appointment of Beth Wrenn-Estes as Treasurer in light of Barbara Flynn's resignation (due to retirement).

November 2, 2013

- The Board agreed that Early Bird conference exhibitor registration fees should be raised to \$1,500 (non-members) and \$1,100 (members). Current exhibitors who register by the end of conference and pay by November 30, 2013, should be allowed to register at the 2013 rates of \$1,300 (non-members) and \$900 (members).

October 21, 2013

- The Board agreed that the proceeds of the Silent Auction held at conference should go to the Edna Yelland Scholarship Fund.
- The Board directed staff to sign a contract with the Oakland Convention Center for the 2014 conference.

September 16, 2013

- The Board adopted a resolution on privacy rights and open government modeled after a resolution passed by ALA Council this summer.
- The Board agreed to place a proposal for a Sustaining Institutional Member category on the ballot for membership vote.

July 22, 2013

- The Board agreed not to make changes in CLA's policy on Board endorsements of Board candidates and to work on a larger conflict of interest statement at a later time.

FY 2012/2013

June 17, 2013

- The 2013/2014 budget presented by Partners in Collaboration was accepted with caveats and a plan to revisit the document after the planning retreat in August with likely study in October.

April 19, 2013

- The Board approved moving \$50,000 from reserves and \$50,000 from the Yelland Scholarship Fund to cover operating expenses.
- The Board approved supporting PLA's decision to hold its conference in Portland and to include language in the support letter inviting them to seriously consider holding a future conference in California.

March 13, 2013

- The Board approved a contract with Hall Erickson to handle conference management for the 2013 conference.

January 18, 2013

- The Board approved changes to the Standing Rules proposed by the Bylaws and Governance Committee.
- The Board approved the CLA Management Team pursuing a request for a National Library Week proclamation.
- The Board approved the conference registration fee pricing proposed by the CLA Management Team.

October 3, 2012

- The Board approved signing a contract with the Long Beach Convention Center for the 2013 CLA conference, which will take place November 3-5, 2013.

August 29, 2012

- The Board approved changes to the Bylaws, which were then submitted to the Membership and approved during the 2012 election.

July 25, 2012

- The Board approved new fiscal policies for the Spring Fling and other non-conference CLA continuing education programs.

FY 2011/2012

June 22, 2012

- The Board approved the 2012/2013 budget presented by Partners in Collaboration.
- The Board approved the 2012/2013 contract for the Dillons.

April 30, 2012

- The Board approved a revision to the [Standing Rules](#) relating to the addition of a secretary to the Board of Directors.

March 28, 2012

- The Board approved a revision to the [Standing Rules](#) relating to the addition of a student member to the Board of Directors.
- The Board approved the development of an e-newsletter to be sent to members on a monthly basis.
- The Board approved the creation of a [California Library Hall of Fame](#) which was proposed by the [Library History Interest Group](#).

February 23, 2012

- The Board approved simplifying Roberta's Rules to better meet the needs of CLA's processes. The simplification was added to the [Standing Rules](#).
- The Board approved the adoption of a [Courtesy Policy](#) for Board Meetings which was added to the [Standing Rules](#).
- Board Member, Sean Reinhart, was appointed to the Finance Committee.
- The Board agreed to investigate Institutional Membership rate adjustment options and the impact of the adjustments and potential membership incentives.
- The Board approved a two-year [ALA/CLA Joint Trustee Membership](#) (the proposal was passed with one nay).
- The Board approved a contract with Hall-Erickson, Inc. for exhibits management at the 2012 and 2013 CLA conferences.
- In response to a request from the [Literacy Interest Group](#) that the [Outstanding Librarian in Support of Literacy Award](#) should be open to all, the Board formally reaffirmed their prior position that award recipients must be CLA members.

January 30, 2012

- The Board approved the slate of CLA awards and scholarships for 2012.
- A straw poll showed that the Board was in favor of moving forward with the development of the new logo (with one abstention).

December 21, 2012

- Patricia Rivera was appointed to fill the one-year term left vacant when Board Member Sean Reinhart was elected ALA Councilor.
- Jan Sanders was appointed to complete the remaining year of Treasurer Jackie Griffin's term.
- Jackie Griffin and Paymaneh Maghsoudi were removed from CLA signature authority and Jan Sanders, Wayne Disher, and Carol Simmons were added.
- Natalie Cole's hours were increased to 35 per month for the remainder of the fiscal year.

November 11, 2011

- The Board approved a new two-year PIC management contract. The contract does not include a budget or proposal for conference management services. Monica Schultz abstained from the vote as a PIC staff member.
- The Board approved revisions to the [Standing Rules](#) which align the document with current CLA practice.

September 29, 2011

- Incoming President, Wayne Disher, and Executive Director, Carol Simmons, were added to the Merrill Lynch signature cards (joining treasurer Jackie Griffin).
- The Board extended the early bird conference registration rate by one more week, to October 7, 2011.
- The Board approved suspending the [Standing Rules](#) in relation to the awards to allow a current awards chair or committee member to stay on their respective committees for an additional year. The decision was made for continuity and to allow committee chairs and members to bring their institutional knowledge to the development of awards procedures documentation during 2011/2012.

August 25, 2011

- The Board approved the 2011/2012 CLA budget.
- The Board approved presenting the [Bylaws](#) changes as a single vote in the upcoming elections.

July 21, 2011

- The Board approved revisions to the *Bylaws*.
- The audit proposal submitted by Stack and Associates was approved with the understanding of a not-to-exceed cap of \$18,000.
- The Board approved President Paymaneh Maghsoudi appointing a Secretary for the CLA Board contingent upon approval of the *Bylaws* by the membership in the Fall 2011 elections.
- The Board approved the Executive Director's suggestion to accept the contract submitted by CLA lobbyists, the Dillons.
- The Board approved contracts for Natalie Cole to manage the California Summer Reading Program (contingent upon the receipt of the LSTA award letter) and the Summer Matters project (funded by the David and Lucile Packard Foundation), and to support CLA activities regarding the Spring Fling, Interest Group, and other Board-approved projects.
- The Board directed the President and Executive Director to sever the conference relationship with the California School Library Association.
- The Board approved the purchase of an SSL certificate for the CLA website.

FY 2010/2011

June 14, 2011

- The Board approved the creation of a new Mentoring Program by the Management Interest Group.