

Minnesota Library Association

Board Meeting

Friday, April 19, 2019

10:00 AM – 12:00 PM

Present:

Dara Rudick (MHQ), Leslie Johnson (new Executive Director for MLA), Kirsten Clark (President), Patti Bross (President-Elect), Ryan McCormick (Past President), Ria Newhouse (Intellectual Freedom Chair), Jim Weygand (MLTA Chair), Megan Kocher (ARLD Chair), Ann Hokanson (Legislative Chair), Hannah Buckland (ALA Chapter Councilor), Lisa Motschke (Secretary), Jonathan Carlson (Treasurer), Deborah Bifulk (interim Member at Large), Angie Petrie (PLD Chair)

Guest:

Jami Trenam (Legislative Chair-Elect)

The meeting was called to order by Clark at 10:01 a.m.

Welcome and Introductions – Clark

Welcome to Leslie, our new Executive Director!

Approval of Consent Agenda

Carlson made a motion to approve the consent agenda; McCormick seconded.

All were in favor and the motion was approved.

MHQ/Executive Director Update – Rudick

This will be Dara Rudick's last meeting as Leslie Johnson has started as the MLA Executive Director. MHQ has on boarded several other staff.

Approval of Financials – Carlson

March 2019 financials included in the meeting packet.

1. Total Assets: \$224,476.10
2. Total Revenue YTD: \$52,252.08
3. Total Cost of Sales YTD: \$2,385.18
4. Monthly Expenses for March: \$14,668.81
5. Showing YTD Net Income/(Loss): \$6,796.83 net income

We are a little behind where we should be. Membership dues are:

\$5,667 behind budget

\$1,897 behind 2018

\$5,730 behind 2017 (expected for MILE year)

\$2,697 behind 2015

In 2018, St. Katherine's University paid for all their students to be MLA and ALA members in Q4. The lower renewal numbers may be related to students waiting for SKU to initiate their renewal. Rudick will ask SKU if this will be an ongoing commitment.

Carlson made a motion to approve the financials; Bross seconded.

All were in favor and the motion was approved.

Engage and Educate Members

Membership Committee – Bifulk

Deborah Bifulk is our interim member at large and chair of the membership committee.

Her plan is to send out monthly emails to members whose membership has expired. MHQ will help coordinate that effort.

2019 Conference Update – Clark, McCormick, Bross

Planning is ahead of schedule. One keynote has been chosen for Thursday. The MN Secretary of State is another possible speaker. The local arrangements blog is up and people from the area will start posting options/ideas. The planning committee is working with a member of the tribe to include a land acknowledgment during the conference.

Session submissions will be reviewed at Blaine Public Library on Monday, May 6, 12:30pm. Board members are encouraged to attend and participate.

PLD Day Update – Petrie

PLD was scheduled for April 12, but was postponed due to inclement weather. The new date is May 17.

Those that can't make the new date will receive a refund.

RART Check-In

Skipped over this item; it was left on the agenda in error.

ARLD Day Update – Kocher

ARLD is next week. Registration is down from previous years, but people can register the day of.

LOEX Sponsorship and Promotional Materials – Kocher

LOEX Information Literacy Conference – Library Orientation EXchange (1971)

MLA sponsorship of the event is finalized. MLA and its committees can distribute brochures and other material at the event. Rudick will look through our storage area for material, and see if we can update any electronic brochure files that can be easily printed.

Strengthening our Organization

Strategic Plan 90-Day Plan – Rudick

Reviewed the Q1 90-day plan.

Reviewed Q2 90-day plan. Each quarterly plan is derived from the Strategic Plan goals, but also includes operational tasks and goals.

Activate Library Advocacy

Legislative Update – Hokanson

All membership is welcome to participate in the monthly Legislative Committee meeting on the first Wednesday of the month. The committee is reviewing how other committees operate, notify membership about meetings, and make decisions.

Updates on the status of bills related to RLTA, RLBSS, Legacy, Construction and Renovation, Net Neutrality, and HCL director.

Legislative Forum Planning – Trenam

Previous Legislative Committees didn't document how they planned the Forums, so incoming leadership is trying to navigate the process. The forum has traditionally been a place where members vote on our lobbying platform; however the platform generally stays the same because we're still trying to accomplish many of the same initiatives.

Trenam noted that MLA members say the forum is useful because it helps them understand the legislative process. She suggested an alternative model that is more transparent about the lobbying platform. One option is to reframe the Forum as the in-person meeting of the Legislative Committee, much like the MNLINK committee. The format could be flexible accommodate differing interests, such as a morning training and an afternoon strategy session.

Weygand suggested that the Legislative Committee put together platform resolutions that MLA members could bring to their local caucuses. Trenam will bring that to the MLA lobbyist for his thoughts on that.

Clark is supportive of changing the forum, and tempering member expectations of what can be accomplished at the forum.

Hokanson asked why MLA members vote on the platform at the MLA Annual Meeting. The platform is a joint proposal beyond MLA. Trenam noted that the MLA bylaws do not state that the membership must vote on the platform.

Hokanson said that the ITEM Board or Executive Committee votes on their planks and informs membership, but the members don't vote on it.

The Board discussed the timeline for drafting the platform, and the difference between the actions versus symbolism.

Weygand noted that there is some value in having the full membership vote on the platform, because it shows the members are supportive of the proposal. The Legislative Committee could ask MLA membership for an endorsement rather than a vote of approval at the Forum.

Carlson asked what documentation we have about the lobbyist contract and how the groups create a joint platform. MLA holds the contract with the lobbyist, and then each organization has a partner agreement with MLA (CRPSLA, ITEM, Multi-types).

The decision on the table is to change the definition of the Forum to an in-person Legislative Committee Meeting. Clark voiced support for the change if the LegWork Committee thinks it will help move us forward toward a better process.

There will be more discussion in the future. If the board has ideas, send them to Hokanson or Trenam

Develop Leaders

Discuss "Define Paths to Leadership" from Strategic Plan, page 9 – Clark

Discussed at the last 90 plan meeting, but want the Board's thoughts on how we might define this.

Brainstorm:

- Targeting people who aren't in traditional librarian roles; MLIS holders, circulation staff, library associates, managers coming from non-library backgrounds, etc... MLA is a library association, not just a librarian association

- Market MLA committee opportunities to membership as a way to gain leadership skills that will allow them to move up in their organization (career advancement)
- Communicate the benefit – what’s in it for me
- Modify the ‘job’ description to make it more appealing
- What’s the breakdown of our membership; is there burnout? – MHQ will look at the numbers and the distribution (public, private, school, how long have they been members)
- Market certain ‘jobs’ directly to the student membership
- Could we have a nominating committee for other committees?

The Executive Committee will take these ideas back and consider next steps.

MILE Check-In

Need four more mentors. One of the co-chairs had to resign last minute, but they have been replaced.

Ready to go! May 7-9

Other

MLA Code of Conduct – Clark

In the February MLA statement, we said that we would review and update the Code of Conduct yearly.

Our code is based on the ALA Code of Conduct, but ALA has not made steps to revise their own code of conduct yet.

The Board reviewed our current Code of Conduct to determine if there were other areas of improvement.

Kocher asked who members should contact if there is a breach of the Code. MLA has emergency contact information, but there isn’t a statement about where/when we publish the information. That will need to be part of the policy.

Hokanson noted that these emergency situations sound like incidents that happen at libraries (public/academic) all the time. Can we take from any existing policy documents from libraries?

Newhouse – Should we spell out the names of the people someone should contact?

McCormick – do we currently have any legal right to ask someone to leave? We would need to explicitly state in the conference registration that breaking the Code of Conduct could result in expulsion from the event without refund.

Rudick pointed out that the ALA Code of Conduct has some of these steps outlined.

Clark mentioned that this is an event Code of Conduct policy, and would apply to any event that is formally sponsored by MLA including committee meetings, webinars, MLA conferences, events funded in part or whole, etc... though the rules may apply to broader situations.

The person responsible for making the Code of Conduct decisions could be a committee chair, or the presidential trio if available. Those being asked to make decisions like this would receive training and be supported to make the best decision available to them in the moment.

Kocher, Buckland, and Bross will investigate training options and bring some ideas to the May meeting. MHQ has access to relevant training resources; they will send them to the Board.

Questions to consider as we revise the Code of Conduct:

- How will the Code be enforced?
- Who has the authority to kick someone out?

- Who will respond to the issue?
- How will we follow up with someone who reported?
- Are informal events included?

At the May meeting, the Board will discuss the creation of a policy to update the Code of Conduct on a yearly basis.

Policy Review: Membership Committee – Carlson

Edits to the policy:

- Chair will be appointed by the President
- The Chair is the Member at Large
- Add a statement: Works to retain existing members

Edits were noted by MHQ in the policy document.

Carlson made a motion to accept these changes; Bross seconded.

All were in favor and the motion was approved.

Policy Review: Division and Subunit Budget Policy – Carlson

Out of date from when there were changes to the membership.

Edits noted by MHQ in the policy document.

Carlson made a motion to accept these changes; McCormick seconded.

All were in favor and the motion was approved.

Clark adjourned the meeting at 12:01 p.m.