Minnesota Library Association
Board Meeting
Friday, November 15, 2019
10:00 AM – 12:00 PM

Present:
Leslie Johnson (Executive Director for MLA), Kirsten Clark (President), Patti Bross (President Elect), Ryan McCormick (Past President), Jonathan Carlson (Treasurer), Ria Newhouse (Intellectual Freedom Chair), Jim Weygand (MLTA Chair), Megan Kocher (ARLD Chair), Angie Petrie (PLD Chair), Jami Trenam (Legislative Chair Elect)

Guest: Sarah Ethier (Incoming Treasurer), Sara Ring and Jodi Carlson Grebinoski (Digital Preservation Task Force)

Absent: Lisa Motschke (Secretary), Hannah Buckland (ALA Chapter Councilor)

The meeting was called to order by Clark at 10:02 a.m.

Welcome and Introductions – Clark

Approval of Consent Agenda
Carlson made a motion to approve the consent agenda and all attachments; Bross seconded. All were in favor and the motion was approved.

MHQ/Executive Director Update – Johnson
Emails from MLA to membership have been receiving a high spam score, and are being filtered by some servers. Johnson told the board that YM has made some backend changes and that a new address has been created (info@mnlibraryassociation.org), which should help.

MHQ is also continuing the hiring process for a new Membership Research position. Interviews are ongoing and they hope to have someone start after Thanksgiving.

Approval of Financials – Carlson

Budget Check-In
November 2019 Financial Report
October 2019 financials included in the meeting packet.

1. Total Assets: $192,717.86
2. Total Revenue YTD: $283,952.38
3. Total Cost of Sales YTD: $153,387.12
5. Monthly Expenses for October: $16,309.35
6. Total Expenses YTD: $155,719.67
7. Showing YTD Net Income/(Loss): $(25,154.41) net loss

We are projecting an overall loss in 2019. Both conference revenue and membership dues were lower than anticipated.

Membership dues for October were $2,157, and 2019 YTD is behind where we were last year.

Carlson made a motion to approve the financials; McCormick seconded. All were in favor and the motion was approved.

2020 Draft Budget
Carlson and Ethier met with committee and subunit chairs to discuss next year’s budget. The preliminary shows a net
loss, and membership numbers and conference attendees were budgeted conservatively. Final budget will come before the board at the December meeting.

**Reserve Policy Check-in**
Reserves are currently slightly below nine months operating expenses.

**Division and Subunit Budget Policy**
Policy needs to be updated to reflect current place (i.e., no longer $5 per member but rather a base amount each year). Carlson moved to approve, McCormick seconded. All were in favor and the motion was approved.

**Engage and Educate Members**

**2019 Conference – Final Evaluations Summary – Clark, McCormick, Bross**
Conference Committee met to debrief, feedback was positive. Attendees liked the land acknowledgement, venue, and food especially. Next year’s conference will be in Duluth and the committee has already begun discussing programming, session proposals, food, and budget.

**2021 Conference Venue Discussion – Clark, Johnson**
The contract is ready to be signed for October 7-8th, 2021, at the River Center in St. Paul. Discussions have also begun on selecting the location for 2022, with a possible return to an outstate location.

**Strengthening our Organization**

**Strategic Plan 90-Day Plan – Clark**
Budget planning meeting was moved to “completed,” and the 2021 conference contract will be signed in December. The soon-to-be-hired research person will help determine the universe of prospective members. The Continuing Education Committee’s webinars are currently outside the scope of services, and will be moved to Quarter 1 of 2020. The board discussed potential interest in another Preconference for 2020.

**MLA Retention Policy**
Ring and Grebinoski presented the Task Force’s draft policy. They asked for feedback which they will take back to the group for final board approval in December. The goal is to have the implementation group start in early 2020. The board discussed who would oversee this work; whether it would be a new or existing board member, or create an Archives Committee. The Task Force will discuss. Johnson will also incorporate retention into the subunit orientation presentation.

The board also discussed getting annual reports from committees and subunits and how/when to get a “snapshot” of their various memberships. This information would be helpful in identifying trends.

**Activate Library Advocacy**

**Legislative Update and Legislative Platform – Trenam**
Trenam shared a new “2020 Active Proposed Bills and Priorities” list that will take the place of the traditional platform, and help with more targeted messaging. This list also includes policy statements of support. The goal is to create a document that everyone can see themselves in.

The Legislative Committee has recommended the proposed bills list for adoption to the board. Trenam moved to adopt the 2020 platform, now known as “Active Bills and Priorities.” Bross seconded. All were in favor and the motion was approved.

Trenam also noted that 2020 is a bonding bill year, and there may be the potential for a supplemental budget bill as well. She also reminded everyone of the importance of creating relationships with legislators before making the asks.
National Legislative Day 2020 will be the first week of May at Georgetown University

_Compassion and Choices Project – McCormick_

The Executive Committee met with an attorney to discuss any potential role, and liability, for MLA. From that conversation, it seems the risk to MLA would be minimal, but we would probably want contractual agreement from the organization’s attorneys. Additionally, any involvement could possibly last for years, pending court appeals. The task would be to find an MLA member willing to take on this potentially long-term engagement.

Clark reported that Buckland has also reached out to ALA about the issue. The Office of Intellectual Freedom’s Executive Director had not heard of anything similar, and agreed the claim raises First Amendment concerns. They will discuss with counsel from the Freedom to Read Foundation and will update when they know more.

_Other_

_Policy Review: Event Pricing Policies – Clark_

The group discussed and decided to dismiss the draft, as the information contained within was no longer applicable. Carlson moved, Bross seconded. All were in favor and the motion was approved.

_RFP for Audit – Carlson_

The 2015 version has been updated for 2020, to audit the 2019 financials and complete the 2019 tax filings. The deadline for submissions will be December 15th. Proposals will be reviewed by the Budget Committee, based on established criteria. Clark moved to approve, Carlson seconded. All were in favor and the motion was approved.

Management HQ has a process for sharing the RFP and will post on the MLA website as well.

Clark adjourned the meeting at 11:50 a.m.