

Tennessee Library Association Advisory Council Meeting and Retreat

Williamson County Public Library

June 14, 2019

Meeting Minutes

Meeting called to order by Acting President Jeffie Nicolson at around 10 AM. Annelle Huggins reported that GoToMeeting was not working so some attendees could not participate.

Jeffie Nicolson called for the minutes for April 24, 2018 Advisory Council meeting to be approved. The Minutes were approved.

In the financial report, Annelle reported that the Association was in the black by about \$1000 but she expected the Association would be in the red once the June bills were received. It is a sad trend but as in past years, the Association will have to dip into its financial reserves.

The conference income was \$75,000 and its expenses were about \$55,000.

**Action Item:** The Honors, Awards, and Scholarship committee put forward a procedural change to the Volunteer State Book Award (VSBA). Right now the same committee does both the school (K-3, 4-6) and the Young adult (YA) nominations. The chair and co-chairs want to split into two committees, one for each level

**Action Item:** Publications Advisory committee wants the board to consider Courtney Fuson to be the TLA Conference webmaster and Graphic Artist liaison. Background: The Publications Advisory Committee received notice in May 2019 that Jennifer Cowan-Henderson submitted her resignation for the position of TLA Conference Webmaster and Graphic Artist Liaison, effective upon the approval of her replacement for the position.

**Action Item:** College and University Libraries roundtable submitted a proposed change to their by-laws to allow for electronic voting. The roundtable passed unanimously this proposal at their meeting at the annual conference is forwarding it to the Executive Board for action.

After Action Items were brought forward, the discussion turned to the status of Advisory Council Board reports and the significant number of reports that were not received by the deadline. If the specific committee/roundtable did not have anything to report to the Advisory Council meeting, simply submit a report stating at the least: "Nothing to report."

Other suggestions as to the lack of reports submitted was "Perhaps the committee/roundtable didn't know they were responsible for report but rather their at-large representative or their division were supposed to submit."

An attendee floated the idea to re-evaluate the need for the roundtable or committee if they do not submit a report for a year.

Another idea was to have the call for committee / roundtable reports broadcast via TLA-listserv and have these reports sent to the applicable At-Large representative or Division representative. The At-Large or Division representative could then encourage their tardy constituents to submit missing reports.

Jill Rael, incoming President, expressed that it was her understanding the restructuring was supposed to simplify the reporting process for the various committees / roundtables such that those subunits were to send their reports to the applicable voting member of the Executive Board and that the Executive Board member was to bring the reports forward to the other members. If a committee / roundtable had an issue to be forwarded to the Executive Board, they are urged to attend the Advisory Council meeting to provide insights and ideas for the Executive Board to hear before the Executive Board has

their meeting.

Nothing else to discuss, Missy Dillingham moved to close the meeting at 10:35 AM.

The out-going and incoming members of the Advisory Council and Executive Board met during lunch to discuss issues and to pass on information.

At 12:30 PM Jeffie Nicholson gave her end-of-year report.

Around 12:45 PM, the meeting turned to discuss “The Good, the Bad, and possible changes” to the restructuring of TLA one year in.

Anthony Prince revisited the discussion on committee / roundtable reports.

The purpose of the restructure was to get more membership participation. If there were any ideas a committee / roundtable / division wanted to experiment to assist in communication or structure changes, it was put forward that it could be “a one year trial so that no by-law change would be necessary.” If the experiment worked, a by-law change could be submitted down the road.

Most of the membership works closely with roundtables so roundtables should have a more input rather than have every 5 roundtables get one representative. Perhaps have the pertinent roundtables be associated with their applicable At-Large representative? (College and University roundtable with Academic Division, School library roundtable with the School libraries Division, etc.) and the 7 roundtable that do not have an associated division get their own votes.

It was suggested that any changes be done incrementally.

Jill Rael, incoming President, set forth her 2019/2020 focus.

Continue working on the Reorganization

Excited that TLA now has a Diversity Committee (name change in the pipeline to become Diversity and Inclusion Committee)

Investigate the possibility to change the TLA logo to a TnLA or TNLA logo since that is the URL to our association.

Work with the Strategic Planning taskforce (as of the June 14<sup>th</sup> meeting having 10 members)

See if the annual conference can be more inclusive. Too many libraries in Tennessee are single person libraries and those librarians cannot get time off to attend the conference. Perhaps have webinars for TLA members to listen to / attend. Maybe webcast presentations?

In attendance

Jeffie Nicolson: Acting President

Jillian Rael: TLA Vice-president, President-elect

Sean Hogan: Recording Secretary

Stephanie Adams: SELA representative

Matthew Jordan: representing Continuing Education division

Amy Kimani: At Large representative for Public Libraries

Purveen Rustomfram: Advisory Committee on State

Documents

Lon Maxwell: Archives & History Committee

Anthony Prince: Communications Division Representative

Richard Groves: Past President; Strategic Planning

Committee

Susan Earl: representing Leadership Committee

James Gill: Honors, Awards, Scholarship Committee  
 Margaret Brown: By-laws & Procedures Committee  
 Carl Parham: Roundtable Representative; Technical Services Committee  
 Erika Long: School Libraries Roundtable  
 Cindy Welch: Conference Planning Committee, 2020  
 Missy Dillingham: Children's & Young adult Committee  
 Sharon Parente: Public Relations Committee  
 Annelle Huggins: TLA Executive Director

Reports are located at: <https://www.tnla.org/page/boardreports>

Advisory Council reports received – “x”	If blank - did not submit
Executive Director’s report	x
<b>Divisions:</b>	
<u>Administration</u>	
Archives & History Committee	
By-laws & Procedures Committee:	
Finance Committee:	x
Strategic Planning Committee:	
<u>Membership</u>	
<u>Communication</u>	
Public Relations Committee:	
Publications Advisory Committee:	x
<u>Advocacy</u>	
Advisory Committee on State Documents:	
Diversity Committee:	
Intellectual Freedom Committee:	
Legislation Committee:	
<u>Continuing Education</u>	
Conference Planning Committee:	x
Honors, Awards, & Scholarship Committee:	x
Staff & Career Development Committee:	x
<b>Roundtables</b>	
Access & Patron Services:	x
Children & Young Adults:	
College and University Libraries:	x
Government Documents:	
Leadership:	
Library Technology:	x
New Members:	
Public Libraries:	x
School Libraries:	x
Special Libraries	

Technical Services:	x
<b>Affiliates</b>	
ALA/TLA Student Chapter:	
Friends of Tennessee Libraries:	
Tennessee Association of School Librarians:	x
Tennessee Health Sciences Library Association:	
Tenn-Share:	
UTK-SIS Alumni Chapter:	
Boone Tree Library Association:	
Chattanooga Area Library Association	
East Tennessee Library Association:	
Memphis Area Library Council:	
West Tennessee Academic Library Consortium:	
<b>Representatives</b>	
American Library Association:	x
Southeastern Library Association:	x
Tennessee State Library and Archives:	

Executive Board of Tennessee Library Association Meeting  
Williamson County Public Library  
June 14, 2019

Meeting Minutes

Jeffie Nicolson called meeting to order at 2:10 PM

In attendance

Jeffie Nicolson: Acting President

Jill Rael: Vice President / President elect

Sean Hogan: Recording Secretary

Richard Grove: Past President

Amy Kimani: At Large representative for Public Libraries

Annelle Huggins: TLA Executive Director

Action Item: The Honors, Awards, and Scholarship committee put forward a procedural change to the Volunteer State Book Award (VSBA).
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Approved to send to the By-laws Committee for discussion. If By-laws agrees, Executive Board can act on it.
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Action item: Publications Advisory committee wants the board to consider Courtney Fuson to be the TLA Conference webmaster and Graphic Artist liaison.
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Approved that Courtney Fuson be considered. Executive Board voted via email in the weeks following the meeting and it was approved to offer her the position.
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Action item: College and University Libraries roundtable submitted a proposed change to their by-laws to allow for electronic voting.
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Approved to send to the By-laws Committee for discussion. If By-laws agrees, Executive Board can act on it.
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Jill Rael moved to adjourn the meeting and was seconded by Amy Kimani.

Meeting closed at 2:30 PM

Annelle Huggins, as Executive Director, presented an Information item. She announced her plans to retire from the position of Executive Director of the Tennessee Library Association on December 1, 2019. She presented each member of the Executive Board with a packet on her research for a potential replacement.
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