

**NDLA Executive Board
Electronic Discussion
December 3, 2011 – March 8, 2012**

December 6, 2011

Bonnie Krenz spoke with the insurance agent and clarified information about insurance coverage. She included the following information from the insurance agent, “The prices on the handout are correct for the Officers’ insurance. It is less expensive to purchase the Broad form above \$2,000,000. There is a \$125 yearly processing fee even if we agree to the three policy. By taking the 3 year policy the rates will not increase and we would not need to fill out the application each year. The general liability would cover all events sponsored by NDLA during the year. This policy does include the alcohol coverage.”

December 7, 2011

Mike Safratowich moved that 2012 auction funds go to support professional development grants. Eric Stroshane seconded the motion.

December 8, 2011

President Madler asked for further discussion on Safratowich’s motion that 2012 auction funds go to support professional development grants.

December 9, 2011

President Madler noted that there was no discussion on Safratowich’s motion and called for a vote.

December 12, 2011

The motion that 2012 auction funds will go to support professional development grants was carried.

December 16, 2011

Al Peterson asked for input on potential vendors board members would like to see at NDLA next year. He asked that he be contacted with suggestions of potential vendors. Lesley Gunderson mentioned that perhaps an eBook and eReader vendor like Amazon or Barnes and Noble would be nice. Carrie Scarr mentioned that the Fargo Barnes and Noble has a very nice outreach department.

December 21, 2011

President Madler sent further information from Krenz about insurance coverage. In Krenz's email to President Madler, she had clarified that "the fraud and abuse of resources would be covered by the officers' insurance. If the treasurer wrote a check to himself for the funds it would be considered theft and that would be covered by the general insurance."

President Madler sent the following letter from Theresa Norton regarding space on the NDLA website:

1. There are two recently added options for saving documents to the web site. One is a password protected archive that is intended to hold documents NOT intended for use by the general membership. The NDLA logos are an example of this, other Board specific documents might include specific conference procedures. The other option is an open web page or pages that I can set up to link to documents of interest to general members. Section and roundtable meeting minutes would be an example of this type of document. The Chair of a section, roundtable, or committee is welcome to have me set up either or both options. I would just need to know what's wanted.
2. Once one or both options (password protected archive and open web page) have been set up, I can begin accepting documents. The Web Site Policy states that "NDLA Executive Board members or their designated alternates are responsible for providing the Web Editor with official Association documents or information to be posted to the web site" so I'd need to know if someone other than a section, roundtable, or committee chair (such as the secretary of a section or roundtable) will be sending me documents to upload to the web.
3. I can accept documents in a variety of electronic formats (.doc, .docx, pdf, rtf, etc.). I usually convert those documents to pdfs before uploading and linking to them so I'd need to know if I should keep them in the original format.
4. I'd also need to know whether a new document should be placed in the archive or be made openly available.

December 23, 2011

President Madler sent information from Ted Wegner, the ALA Grassroots Coordinator, regarding action for school libraries and offered her services to the Legislative Committee or SLAYS in their efforts.

January 10, 2012

Rita Ennen moved that we purchase a three year Broad Form option insurance policy for the 1 million option. Wendy Wendt seconded the motion.

January, 11, 2012

The motion carried. We will purchase a three year Broad Form option insurance policy for the 1 million.

Michael Safratowich sent financial report for 4th quarter 2011 along with supporting documents. He moved that the report be approved.

January 12, 2012

Wendy Wendt seconded the motion. President Madler asked for discussion.

January 17, 2012

Beings there was no discussion on the matter, President Madler called for a vote on the motion to approve the 2011 4th quarter financial report.

January 20, 2012

Motion carried. The 2011 4th quarter financial report is approved.

February 21, 2012

President Madler forwarded clarification from Kathy Thomas about new membership dues discussed at the December 2nd meeting. She included the following information from Kathy.

"My intention was for those who pay the \$35 non-member add-on to attend the conference and that makes them new members (and not renewing members just paying late), we'd give them membership for the current year plus the following year, whether they pre-registered or registered at the conference. They'd get this deal only one time. (Actually it was Bonnie K who brought this up to start with at the Sept. 21, 2011 board meeting.) It does sound as if we'd have to revise the bylaws. The reason we tried making those paying the non-member fee be members for the rest of the year was to not have to try to identify who was eligible to vote. However, it probably isn't a significant-enough number to worry about it.

Free memberships for new library directors came from a motion passed at the Sept. 20, 2000 board meeting: "Kuehn suggested another way to promote NDLA membership would be to give new library directors a free one-year membership. Discussion followed. Kuehn then moved that the President welcome new directors of North Dakota libraries to NDLA by giving them a one-year free membership in the Association, starting with the 2000-2001 NDLA year. Bina seconded. Motion carried." As I remember the discussion, it was intended only for those who were not previously members of NDLA."

February 28, 2012

Michael Safratowich mentioned that Augie Ternes has completed NDLA's tax return on a voluntary basis. Michael moved that NDLA board authorize purchase of a \$100 gift certificate from a retail outlet for Augie Ternes in appreciation for preparing the Association's 2011 tax return and that President Madler send a letter of thanks to him for his continued interest in and support of NDLA. Rita Ennen seconded the motion. President Madler asked for discussion on the matter. Seeing as there was no discussion, President Madler called for a vote.

March 1, 2012

The motion was carried. The NDLA board will purchase a \$100 gift certificate from a retail outlet for Augie Ternes in appreciation for preparing the Association's 2011 tax return and President Madler will send a letter of thanks to him for his continued interest in and support of NDLA.

Respectfully submitted,

Bree Schmidt