

Minutes
NDLA Executive Board Meeting
95th Annual NDLA Conference
September 26, 2001

Members Present: President Sally Dockter, Marlene Anderson, Leeila Bina, Janet Essency, Marilyn Johnson, Melody Kuehn, Liz Mason, La Dean Moen, Jeanne Narum, Judith Omlid, Dennis Page, Kristen Rall, Marlene Ripplinger, Mike Safratowich, Kathy Thomas, Charlene Weis, and Executive Secretary Cathy Langemo

Members Absent: Susan Dingle, Gary Littlefield, Suzanne Morrison, Iris Swedlund, and Joe Linnertz, Acting State Librarian

Call to Order: President Sally Dockter called the meeting to order at 5:15p.m. on Wednesday, September 26, 2001 in the Far West Room at the Airport International inn in Williston. Board members distributed their reports.

Minutes: The minutes of the March 30, 2001 Executive Board meeting and the minutes of Electronic (e-mail) Discussion/Action, April-September 2001 were presented. Melody Kuehn, MPLA Representative, made a motion to approve the minutes. Marilyn Johnson, Past President, seconded. Motion carried.

Past President's Report: Johnson reported that 18 exhibitors are at the Conference. Because the exhibits are housed in an open courtyard, NDLA is providing security at a cost of \$200. Librarian of the Year and Major Benefactor Awards will be presented at the banquet on Thursday evening.

Treasurer's Report: Mike Safratowich, Treasurer, presented the third quarter treasurer's report. Leeila Bina, Finance Committee Chair, made a motion to approve the report. Judith Omlid, Small Libraries Roundtable Chair, seconded. Motion carried.

MPLA Representative: Kuehn will post some of her MPLA information via e-mail since she left it at home. Her annual report is included in the Conference registration packet. Johnson said some exhibitors have asked about the 2002 Conference, which will be a tri-conference (NDLA/SDLA/MPLA) in Fargo. She will give them copies of Kuehn's annual report since it includes tri-conference information.

Reading of Resolutions: The first reading of resolutions has generally been done at the Second General Session after sections and roundtables have had their business meetings. Since some of these business meetings are not scheduled until after the Second General Session, we needed to find an alternative time for the first reading. We checked the Constitution, Bylaws, Executive Board Policies handbook and *The Standard Code of Parliamentary Procedure* by Sturgis for guidance. None provided specifics for reading resolutions so we consulted the 1993 version of NDLA Constitution and Bylaws, which included a lengthy section on resolutions. Discussion followed. Marlene Anderson, Secretary, suggested reading them at the SLAYS and NMRT-ITRT Luncheons. Section and roundtable chairs will take responsibility for reading their resolutions at each of the two luncheons. The change in the schedule for reading resolutions will be announced at the First General Session tonight.

NDSU Flood Update: Dockter shared an update from Pam Drayson, Director of the NDSU Libraries, on the status of their recovery from flood damage in June 2000.

Canoe Kudos: Kuehn reported on the Canoe Kudos project and showed Board members the pins. Canoe Kudos nomination forms are available at the Conference registration desk. Kuehn will introduce the award at the First General Session. Proceeds from the first 25 pins sold (@\$10) will pay for the expense of making the pins. After that, proceeds will go to the Professional Development Committee. Names of Canoe Kudos recipients will be published in *The Good Stuff*. If appropriate, the Public Relations Chair will prepare press releases about Canoe Kudos recipients for publication in hometown papers.

Finance Committee: Bina reported that the committee met in August by telephone conference to discuss reinvesting options for the Ron Rudser and NDLA CDs, which matured on July 2. The committee decided to continue with CDs since they are a low risk investment.

Validation of 2001 Election: According to the NDLA Bylaws, the Executive Board validates election results and serves as the final arbiter in disputes regarding elections. Janet Essency, Nominations and Elections Committee Chair, called for the Board to validate the election results. Kuehn so moved. Anderson seconded. Motion carried.

Membership: Kathy Thomas, Membership Chair, designed an NDLA membership brochure to use as a promotional tool. Thomas will send the brochure to librarians in the state who are not members of the Association. She will cross check the NDLA membership list with the State Library's directory of librarians on disk. Thomas also reported on comments she has received from some new members who are also new to the state. They may have arrived late in the year, but still paid full price for membership because the NDLA membership year runs January-December. At least one person did not renew because of a sense of not getting a fair deal. Discussion followed. Bina moved that the Finance Committee look at dues issues for first-year members. Jeanne Narum, Public Library Section and Professional Development Committee Chair, seconded. Motion carried. Thomas also asked about lifetime memberships. Bina moved that the Finance Committee also look at that issue. Essency seconded. Motion carried.

Ron Rudser Auction: \$250 of the proceeds from the Ron Rudser Auction will benefit the Ron Rudser Memorial Continuing Education Grant. The Board discussed also giving part of the proceeds to other special projects. Safratowich reported on discussions with Scot Stradley about the North Dakota Statistical Abstract (NDSA) online. Stradley is no longer at UND, but is still involved in keeping the Abstract up-to-date and is interested in finding additional funding. Johnson suggested that NDLA could do something with regard to the September 11 terrorist bombing of the World Trade Center in New York. Discussion followed. Johnson moved that \$250 of the auction proceeds go to the Ron Rudser fund and that the remaining proceeds be split between the NDSA online project and World Trade Center libraries. Bina seconded. Motion carried. Cathy Langemo, Executive Secretary, will compile a list of the World Trade Center libraries and determine where the monies should be sent.

Tax Exempt Status: Safratowich asked if NDLA is tax-exempt. Discussion followed about the advantages of having a tax-exempt status as well as the paperwork required to obtain this status. Safratowich made a motion to have the Finance Committee investigate this issue. Narum seconded. Motion carried.

Reimbursement Form on NDLA Web Page: Dockter noted that the reimbursement rates on the web page expense form are now less than state rates. NDLA practice has been to follow the state rate. Johnson moved that NDLA reimburse expenses at the state rate. Essency seconded. Dockter will direct Theresa Norton, Web Master, to change the form.

Health of NDLA: There is a problem within our organization with finding people to serve on committees, to serve as officers, and to help with the work of the Association. The difficulties with fielding a full slate of candidates for the 2001 election brought this situation to the fore. Dockter asked for Board input and also asked Section, Roundtable, and Committee Chairs to seek input from their membership at their business meetings. General discussion followed. Essency stated some librarians might lack institutional support for professional involvement in NDLA. Narum suggested we make an effort to mentor new members and help them get started in NDLA. Charlene Weis, Chair of the Academic & Special Libraries Section and the Legislative Committee, suggested exploring ways to involve support staff in NDLA. SDLA has a support staff section and we might be able to do something similar. No decisions were made, but the Board will continue to work on finding ways to strengthen the Association.

Executive Board Vacancies: President-elect La Dean Moen still needs to find people to serve as Public Relations Committee Chair and Constitution, Bylaws and Policies Committee Chair. Bina and Johnson have volunteered to serve as co-chairs of the Nominations and Election Committee. Marlene Ripplinger, Public Relations Chair, gave an overview of her duties and talked about some of the challenges of the job,

e.g., handling press releases. General discussion followed. No decisions were made, but it was suggested that the Executive Secretary could help with PR routines and that the Board could explore the idea of having the Executive Secretary serve on the PR Committee.

Executive Secretary: Langemo distributed a report about her activities since assuming the job in May. Dockter suggested that one of the things Langemo could help with is developing standardized forms for the incoming President-elect to use for conference planning.

Resolutions: Since we had difficulty finding the rules for reading resolutions, Bina moved that the Constitution, Bylaws and Policies Committee investigate amending these documents to include this information. Omlid seconded. Motion carried.

Anderson distributed drafts of three Executive Board resolutions. The first thanked those who helped with arrangements for the 2001 Conference. Moen noted that there were co-chairs for the Local Arrangements Committee and that Pam Lambert's name should be added to the resolution. Omlid made a motion that the resolution be approved as amended. Mason seconded. Motion carried. The second resolution referred to ensuring that all Board members become familiar with the NDLA Constitution and Bylaws. Discussion followed and the wording was amended. Omlid moved that the resolution be approved as amended. Weis seconded. Motion carried. The third resolution discussed the difficulties of finding members to do Association work, the importance of the upcoming 2003 legislative session and updating the Library Vision 2004 document, and the need to keep NDLA strong. Undertaking a formal evaluation process and strategic planning were proposed. Discussion followed. Bina made a motion to approve the resolution. Johnson seconded. Discussion continued. Narum stated that this should be kept as a Board agenda item, but not go forward as a resolution. Kuehn and Dennis Page, ALA Councilor, agreed. Narum called for the question. The resolution was defeated, but will be kept as a Board agenda item.

Public Library Section Policy Handbook: Page moved to approve the Public Library Section Policy Handbook. Kuehn seconded. Motion carried. We did not have time to review policy handbooks for the Secretary, *The Good Stuff* Editorial Committee, and MPLA Representative since the First General Session was about to begin. These documents will be reviewed at the post-Conference Board meeting.

Essency made a motion to adjourn at 7:57p.m. The next meeting of the Executive Board will include both incoming and outgoing Board members and will be held on Friday, September 28, 2001 at 3:15p.m. in the Far West Room of the Airport International Inn.

Respectfully submitted,

Marlene K. Anderson, Secretary