

NDLA Executive Board Meeting - Minutes
March 22, 2002

Members present: President La Dean Moen, Marlene Anderson, Cheryl Bailey, Phyllis Bratton, Sally Dockter, Kristi Engle, Jan Hearn, Robert Jacobson, Marilyn Johnson, Melody Kuehn, Victor Lieberman, Liz Mason, Kaaren Pupino, Mike Safratowich, Kathy Thomas, Doris Ott, State Librarian; and Cathy Langemo, Executive Secretary

Members absent: Leeila Bina, Susan Dingle, Susan Gessner, Ellen Kotrba, Bonnie Krenz, Suzanne Morrison, Jeanne Narum, Marlene Ripplinger, and Charlene Weis

Call to Order

President La Dean Moen called the meeting to order on March 22, 2002 at 9:37a.m. in the Harvest Room at the State Capitol. Moen called for corrections or additions to the agenda. Discussion of the NMRT social at the tri-conference was added. Kaaren Pupino, President-elect, moved to accept the changes. Victor Lieberman, NMRT Chair, seconded. Motion carried. Moen thanked Cathy Langemo, Executive Secretary, for the nameplates for each member. A blue dot on the nameplate indicates voting status.

Minutes

The minutes of the December 3, 2001 meeting and the minutes of electronic business, Dec. 2001-Feb. 8, 2002 were presented. Robert Jacobson, GODORT Chair, noted one correction on the minutes for the December 3, 2001 meeting. On page 3, line 3, it should read "CBPC" instead of "CPBC." Sally Dockter, Past President, moved to accept the minutes as corrected. Cheryl Bailey, TECHSERT Chair, seconded. Motion carried.

Oral Reports

President: Moen suggested a way for the Board to organize paperwork for meetings. Each position (as listed on the back of *The Good Stuff*) will be assigned a number, (e.g., #1 – President; #2 – President-elect; #3 – Past President ...and so forth). Board members are asked to put that number in the upper right-hand corner of their written reports. Board consensus was to adopt this practice.

Moen reported that NDLA sent flowers to State Librarian Doris Ott to congratulate her on her new position. Moen attended the MPLA/AZ Conference in Phoenix in December as a guest of MPLA. The Library Coordinating Council awarded grants at their January meeting and is planning Think Tank sessions for rewriting LV2004 (Library Vision 2004).

President-Elect: Pupino reported on tri-conference plans. The conference theme is "Exploring New Pathways to Information" and the logo is a Lewis & Clark map from the ND State Historical Society, which has waived the user fee. The next planning meeting will be April 15 in Sioux Falls. SDLA, MPLA, and NDLA are each contributing \$1000 as seed money. Kathy Thomas, Membership Chair, will serve as Conference Treasurer.

Minnesota, Iowa, and Manitoba librarians may attend the conference as “non-members.” Pre-conference ideas are still being explored. Jeanne Stoltenburg will coordinate the Rudser auction. Deadline for conference program proposals is April 1. Jacobson stated that a potential pre-conference session on census and economic data is under discussion.

Lieberman raised the issue of the NMRT welcome reception, i.e., funding sources, what kind of event we want, etc. He said we would need more money than what EBSCO has donated in the past. Moen suggested that since there are 12 state associations represented in MPLA, we could approach EBSCO with the idea of donating \$250 per association, or \$3,000, to fund the social. Discussion continued regarding time and place for the social. Melody Kuehn, SLAYS Co-Chair, noted that plane schedules should be considered when making the decision. Pupino noted that although NDLA’s NMRT is sponsoring the social, that doesn’t necessarily mean funding it. The Conference budget (as of Feb. 26) estimates \$69,275 in expenses and \$85,700 in income.

Past President: Dockter reported that exhibitor’s information was mailed by February 15 with eight confirmations to date. Kathy Enger of NDSU is coordinating poster sessions. Melody Kuehn is working with the Montana Library Association on planning Lewis & Clark Bicentennial events.

Treasurer: Michael Safratowich, Treasurer, presented the balance sheet and highlights from the treasurer’s report as of March 6, 2002. The official quarterly report will be done on March 31 and will be posted via e-mail for Board approval.

ALA Councilor: Phyllis Bratton, ALA Councilor, reported on the ALA Midwinter Conference in New Orleans. Each councilor was given a copy of the latest (4th edition) of *The Standard Code of Parliamentary Procedure* by Alice Sturgis. Bratton gave her copy to Liz Mason, CBPC Chair. Bratton discussed the current CIPA lawsuit and noted that Mitch Freedman, ALA President, will attend the tri-conference in October. Advocacy training for an ALA Better Salaries/Pay Equity Task Force will be held at ALA on June 14. ALA is seeking two representatives from each state to participate. Those who are trained must be willing to train others in their own states. Bratton is willing to be one of the representatives. Consensus was for Bratton to post a message on the NDLA listserv as a means of seeking a second person. ALA is working on guidelines for virtual meetings, which may help us as well. ALA is looking at the possibility of providing health and life insurance benefits through membership in ALA, although Bratton said it is probably unlikely. Bratton reviewed the merits of 501(c)(6) vs. 501(c)(3) status. Bratton presented a draft of an ALA statement, “Privacy: an Interpretation of the Library Bill of Rights.” ALA seeks comments from chapters by April 15. Discussion followed. Bailey moved that NDLA support the draft of the privacy document. Dockter seconded. Motion carried. Bratton noted that Equal Pay Day is April 16. ALA public service announcements are in development and will be available in various formats from \$10-\$25/each. The Library Coordinating Council may purchase some of them.

State Librarian: Ott thanked NDLA for the bouquet. Ott asked for input regarding putting the state directory of libraries on the web vs. producing a printed copy. Board consensus was to put the directory on the web. One of the problems in our state is the shortage of librarians, especially school librarians. Ott is working with Konnie Wightman and others on that issue. Ott reminded Board members that Think Tank II sessions would be held in Minot on April 26 and in Valley City on May 3. The State Library's spring workshops will be held in Bismarck April 2-3 and in Fargo April 4-5. Since there was no state funding for the Gale/ProQuest databases, the State Library sent brochures and letters to every library asking them to help pay the bill as follows: public libraries (20%), school libraries (20%), and academic libraries (60%). The State Library and NDSU are sponsoring a videoconference series from the OCLC Institute, "Steering by Standards," on March 26, April 19, and May 29. Participants can register through the State Library.

Ott asked for input on the State Aid line item in the State Library budget. Specifically, she asked what dollar amount should be in that line item and how the request should be promoted and marketed. We need a new angle to convince legislators to fund libraries. Ott stated that waiting until a legislative hearing to testify is too late. We need to start much earlier, i.e., talking to legislators during the campaign vs. after the election. Marlene Anderson, Chair of *The Good Stuff* Editorial Committee, suggested including articles about these issues in *The Good Stuff*. Marilyn Johnson, Nominations and Elections Committee Co-Chair, suggested updating the legislative fact sheet and including it in the pre-conference issue. Johnson also suggested that NDLA and the State Library consider co-sponsoring events to invite candidates to libraries for coffee and pie and a demonstration of what libraries can do for them, e.g., showing them the online indexes, North Dakota Statistical Abstract online, etc. We need to focus on what we can do for legislators in their official capacities as well as on a personal level, i.e., show them what we can do for them as parents, grandparents, seekers of health information, etc. As Legislative Chair, Charlene Weis is the person to spearhead this effort. Johnson also suggested a tri-conference program on lobbying and inviting legislators to be part of the program.

Good Stuff Editorial Committee: Anderson displayed the latest (March) issue, which is in the mail, and reminded members of the May 3 deadline for the June issue and the July 8 deadline for the pre-conference issue. Anderson also thanked the Finance Committee for instituting the use of a Request for Third Party (Vendor) Payment form. It has improved the process for submitting and paying *Good Stuff* bills.

The meeting was adjourned at noon for lunch and reconvened at 12:50p.m.

Executive Secretary: See written report from Langemo, who noted one addition. She also prepared a mailing for the Nominations and Elections Committee.

Constitution, Bylaws, and Policies Committee: Liz Mason, Chair, presented policies handbooks for the Academic & Special Libraries Section, Government Documents Roundtable, and ALA Councilor. Bailey moved to accept all of the policies. Kuehn

seconded. Motion carried. Mason stated that guidelines for conducting virtual (e-mail) business need to be included in the Executive Board policy handbook. Pupino noted that the conference manual, especially with regard to tri-conferences, also needs to be updated.

Academic & Special Libraries Section: No report from Chair Charlene Weis.

Government Documents Roundtable: See written report from Chair Robert Jacobson.

New Members Roundtable: See written report from Chair Victor Lieberman.

Public Library Section: See written report from Chair Jan Hearn.

School Library and Youth Services Section: Co-Chair Kuehn reviewed the highlights of the written report. She also stated that she thinks we are light on conference programming for very young people, i.e., the lower grades. Storyteller Ceil Ann Clement might be a potential conference presenter. Hearn noted that Cliff Naylor and Monica Hannon, authors of the *Dakota Day Trip* books, should be contacted about having a booth at the conference.

Small Libraries Roundtable: See written report from Chair Bonnie Krenz.

Information Technology Roundtable: Kristi Engle, Chair, stated that she has had difficulty getting Roundtable members to respond. Three e-mail requests for nominations for candidates have generated no response.

Health Science Information Section: See written report from Chair Leeila Bina.

Technical Services Roundtable: Bailey stated that she found candidates for the upcoming election, but that it was very difficult. She called at least half the membership before she was successful.

Finance Committee: See written report from Chair Ellen Kotrba. Kotrba asked for Board input about a regular external audit of NDLA finances. Lieberman stated that this would be appropriate. Discussion followed. Board consensus was to implement an external audit. The Finance Committee was directed to work out the details and report their recommendations to the Board.

The Finance Committee also asked for approval of this dues reduction proposal: “We propose that individuals joining NDLA for the first time pay new member dues at the reduced rate of \$20 for the first year. Membership records would substantiate first time. First year is defined as anytime during the calendar year and ending December 31st of the same year the new member joined.” The request also included new wording for a change in the bylaws and a rationale for the change. “Since new Library Directors are given a free 1st year membership, this monetary break for other library staff levels the playing field. The Committee feels that this move will also cut down the number of complaints at

conference. This proposal would require a Bylaws change which Constitution & Policies would need to draft and present to the NDLA voting membership at least one month before voting.” Safratowich moved to accept the proposed change. Kuehn seconded. Discussion followed. Langemo asked for clarification on verifying new members since computerized records only go back to 1997. Safratowich noted that the change would stimulate new membership. Thomas was asked if record keeping would be difficult. Mason noted that a dues change requires a vote of the membership and a mailing. Is it worth the cost of doing that? Moen called for the vote. Motion defeated with 5 voting for the dues change and 6 opposed.

Intellectual Freedom Committee: See written report from Chair Suzanne Morrison. Moen also stated that Morrison is working with Librarian Linda Miller of the Hope-Page Cooperative School Districts on a recent challenge to one of the books in the collection. Miller was forced to remove *Captain Underpants and the Perilous Plot of Professor Poopypants* by Dav Pilkey. The school board also voted to review all library purchases. Bratton asked if Morrison has contacted ALA for assistance? Moen stated that she has.

Nominations and Election Committee: Johnson submitted a written report and also stated that the Committee is concerned about the difficulty that some sections and roundtables have had finding candidates. As a result, the Committee recommended that the Board exercise its option of disbanding sections or roundtables unless candidates are found by April 1. See written report for complete details and text of proposed changes to the bylaws. Discussion followed. Dockter made a motion to change the bylaws as presented in the written report. Lieberman seconded. Motion carried. Mason and the CBPC will oversee taking the proposed bylaws changes to a vote of the membership.

Johnson presented the slate of candidates to date, noting that the candidate for SLAYS Secretary is pending. Dockter made a motion to approve the slate with the understanding that the SLAYS Secretary candidate will be added. Hearn seconded. Motion carried.

Membership Committee: See written report from Chair Kathy Thomas.

Professional Development Committee: See written report from Chair Jeanne Narum. Moen also noted that Mary Bianco, professional development grant recipient, fulfilled the requirements of the grant so the monies have been awarded.

Public Relations Committee: See written report from Chair Marlene Ripplinger.

MPLA Representative and Archivist/Historian: See written reports from Susan Dingle.

OLD BUSINESS

Executive Secretary Contract: The revised contract was distributed and reviewed. The Board will finalize the contract at the June meeting. The evaluation document will also be presented in June.

Statistical Abstract of North Dakota Update: Moen reviewed a letter from Scot Stradley, editor of the Statistical Abstract of North Dakota. The Abstract was first published in 1979 and updated in 1983 and 1988. It became an electronically produced publication in 1999. Stradley thanked NDLA for its financial help. Safratowich addressed the archiving issue, which can currently be accomplished. Stradley is also available to present a program at the tri-conference.

Free Membership: Thomas noted that Charles Pace, new director at the Fargo Public Library, has expressed his thanks for a free one-year membership to NDLA.

Emporia MLIS Degree Update: Ott reported that it looks like the Emporia program will become a reality. The registration deadline has been extended to June 1.

NEW BUSINESS

Virtual Business: The Board briefly discussed procedures for conducting official business via e-mail. Subject lines are especially important. Johnson will check on open meeting laws. Board consensus was that there is a need to work on this issue and to develop a policies handbook. Mason and CBPC will oversee the project.

NDLA Web Site: The Board extended its thanks to Theresa Norton and Kathy Thomas for volunteering to work on web site issues, including design improvements, how to update the site, etc. Board consensus was that the Webmaster should oversee how the site looks and is updated.

ALA Membership: Moen asked about renewing the Association's ALA membership. Anderson noted that since ALA membership was included in the 2002 budget approved in December, there was no need to take further action.

Lewis & Clark Bicentennial Committee: Kuehn asked if NDLA would pay for her membership on this committee so she can get mailings. The estimated cost would be \$25-\$30/year. Hearn moved to pay for Kuehn's membership. Pupino seconded. Motion carried. Kuehn will be reimbursed for the membership she has already purchased.

MPLA Leadership Institute: MPLA is launching the MPLA Leadership Institute in November. Each state needs to select two candidates to attend. The Board directed Dingle to post the announcement on the NDLA listserv and the web site.

The meeting adjourned at 2:57p.m. The next meeting will be held at 9:30a.m. on June 7 at the tri-conference site, the Ramada Plaza Suites and Conference Center in Fargo.

Respectfully submitted,

Marlene Anderson
NDLA Secretary