

North Dakota Library Association
Executive Board Meeting
10 am December 7, 2007
Skoal Room – Student Union Bldg VCSU - Valley City ND

President Donna James called the meeting to order at 10:03 am in the Skoal Room of the student union at Valley City State University.

Members introduced themselves: Present: Donna James, Al Peterson, Phyllis Bratton, Johanna McClay, Mike Safratowich, Cathy Langemo, Kathryn Thomas, Eileen Chamberlain, Doris Ott, Shelby Harken, Bonnie Krenz, Theresa Norton, Rachel White, Naomi Frantes, Mark Holman, Victor Lieberman, Kathy Berg, Kelly Steckler, Beth Postema, and Lori West.

Absent: Bonnie MacIver, Kirsten Baesler, Marlene Anderson and Christine Kujawa.

President Donna James distributed a revised agenda and asked for additions. The draft policy statement for adding content to the NDLA web site was briefly discussed. It will be reviewed by the Constitution Bylaws and Policies Committee. Beth Postema moved and Shelby Harken seconded the approval of the agenda as distributed. Motion carried.

Shelby Harken moved and Beth Postema seconded we approve the September 28, 2007 minutes as distributed. Lori West moved and Naomi Frantes seconded the approval of the electronic minutes for September 28 – December 7, 2007 as distributed.

The treasurer's report was given by Mike Safratowich. The CD on the Rudser account was reinvested and the interest was \$726.87. The donation to the Northwood school and public library was two checks as they have separate budgets and librarians, although only one building space. The checks were written for \$287.50 each; the \$250 donation each combined with the \$75 donations (divided by 2 equals \$37.50). The 2007 Conference receipts totaled \$28,113.00 and the disbursements totaled \$22,746.80 with leaves an income of \$5,366.20; these figures are current as of Nov 30 and are informational only. In early January this will need board approval.

Old Business:

Major Benefactor Award and the Librarian of the Year Award: Beth Postema and Doris Ott presented the award to Dr. Carlson at the groundbreaking of the new library in Fargo. He spoke about being a farm kid in Iowa and not having much to read and that is why he gave the money to build this library. He also thanked his family for supporting him and stated that this was a family decision. Beth Postema and Kirsten Baesler have been discussing the language regarding this award, but have nothing to present at this time.

Review of Executive Board Travel and Reimbursement Policy: (Refer to Board Report 16) <http://www.ndla.info/Reports/0712exbdreports/1207finrep16.pdf> This does not address pre and post conference mileage which was to be addressed, but the finance committee did not discuss this aspect. Bonnie Krenz asked for opinions on this prior to the committee discussing it. There was support voiced for having this option be available to increase the level of participation when institutions are unable to do so. The distinction in the past for not covering mileage for the conference was based upon the assumption that these members would be going to the conference anyway. Helping with mileage might also encourage people to run. The scheduling for the executive board may be different than others from the same area attending which may increase the burden to institutions. The wording is already there for board meetings outside of the conference. The wording should include "apply to your institution, try to car pool, then apply to

the board”. The consensus was to make the wording the same for all, which would be simply to eliminate the exclusion from the wording. Pre and Post conference lodging is currently covered if distance dictates necessity. The wording for all of the above will be acted on at the March board meeting.

2008 Conference: Phyllis Bratton updated the board on the 2008 Conference. People would really like continuing education for school librarians. She is working with Donna James to try to accommodate this. 15 contact hours are needed for continuing education so she is considering program tracks. Jane LaPlante has agreed to a teacher track on information literacy. Jenifer Grady, ALA-APA, has agreed to be the keynote speaker and will do one presentation – maybe something on certification programs beyond the Master’s. The general theme is learning to love the future. Some brainstorming took place. We will revisit this after lunch. There was discussion on how the continuing education credits would be paid for. Donna James would be the “instructor of record”. The credits would be geared toward school librarians. There was lengthy discussion on school librarians, continuing education, and NDLA’s role in all of this. This led to discussion on how to keep people at the conference longer on Friday afternoon. One idea was a more central location. However, switching locations enables people to attend from the area. Phyllis would like to provide the number of contact hours, a variety of resources to achieve the contact hours, and a varied schedule.

Beth Postema mentioned that our 2008 conference is at the same time as South Dakota. Both groups are aware of this problem and we need to communicate with each other to prevent this occurring in the future.

President James passed around a card from Patrick Mader, author of Oma Finds a Miracle and one of the presenters at the 2007 Conference. He thanked the board for our warm welcome and the opportunity to discuss the books he has written.

New Business:

2008 Budget approval: Bonnie Krenz presented the 2008 Budget for approval. It is \$125 less than last year. NMRT did not request any money and we do not need money for legislative travel. Beth Postema moved and Eileen Chamberlain seconded to approve the 2008 Proposed Budget. Motion carried.

There was discussion on the Professional Development funds and encouraging people to apply for these. We should do more emails on the web site. Maybe we should “jazz up” the web site. Perhaps the forms need to be simpler.

2008 Auction funds: Bonnie Krenz apologized; it is the finance committees charge to present ideas to the board. They have not met and discussed this. They will do so at lunch and bring it back after lunch.

The “Big Read”: IMLS (Institute of Museum and Library Services) is looking for people from this area to apply for a grant for the “Big Read”. The National Endowment for the Arts offers funds for this as well. This concept and idea was discussed and how we could adapt it to North Dakota, perhaps even adapt it to our conference. Pros and cons of this community wide event were discussed. A committee will look into this further: Kelly Steckler, Kirsten Baesler, Phyllis Bratton, and Doris Ott.

Other: Doris Ott would like to start a new tradition at NDLA. She would like to have book cart competitions. This was briefly discussed.

Reports:

President – nothing to add

President-elect – in touch with

Past president – still looking for the Past President box/tote

Secretary – nothing to add

Treasurer – nothing to add

ALA Councilor – nothing to add except one more letter was sent regarding the Surveillance act

MPLA Representative – MPLA bid to publish new brochure is published; have not seen it

Academic & Special Libraries Section – no activity to report

Government Documents Roundtable – nothing to add

Health Science Information Section – nothing to add

New Members Roundtable – reviewing requirements of Grass Roots Award as no one applied

Public Library Section – nothing to add

School Library & Youth Services Section – sent survey to list serves to find out how to motivate librarians to come to conference (admin support, more application to school libraries, offer CE, reading strategies)

Technical Services – nothing to add

Constitution Bylaws & Policies Committee – nothing to add

Finance Committee - revisit the auction suggestion that the 2008 auction funds go to the Jaugstetter fund

Beth Postema moved and Shelby Harken seconded that the 2008 auction proceeds go to the Mike Jaugstetter Leadership fund.

Reimbursement rate: There was discussion on the motion made at the September 26, 2007 meeting to automatically adjust the mileage and lodging rate when the state rate changes. This will take effect immediately. It will be adjusted on the web on Monday, December 10, 2007.

Intellectual Freedom Committee – nothing to add

Legislative Committee – nothing to add

Nominations & Elections Committee – nothing to add

Membership Committee – Kathy passed out membership forms and envelopes; she also passed out a flyer for membership to the Best Western Club in ND, since our next conference is at the Best Western Seven Seas in Mandan.

Professional Development Committee – Mark talked about the professional development forms. Could they be interactively submitted? Is a signature required?

Public Relations Committee – Cathy added the Public Relations Committee Report to the Executive Secretary Report. She has provided 2 PR announcements since the conference.

The Good Stuff Editorial Committee – nothing to add except the December issue should be up shortly

Archivist/Historian – Rachel passed out a brochure, “A guide to donating your organizational records to a repository.” Some discussion on records ensued.

State Librarian – State Library Spring Workshop March 31-April 1 in Grand Forks and April 3-4 in Bismarck

Executive Secretary – apologize if you received my report twice; some did not receive it as their email systems deleted it.

Web Editor – policies handbook for the web editor has been sent to the Constitution, Bylaws and Policies Committee

Revisit the theme for conference 2008 – ideas were voiced. Phyllis will take the suggestions under advisement and get back to us.

For the next meeting in March 2008 President James will look at various electronic options. Web Junction is one possibility. We are anticipating meeting at 1 pm on March 14, 2008. The following meeting will be May 30, 2008 at the Best Western Seven Seas Hotel in Mandan, the site for the 2008 Conference.

Beth Postema moved and Shelby Harken seconded the meeting be adjourned at 2:30 pm. Motion carried.

Respectfully submitted,

Laurie McHenry, Secretary