

North Dakota Library Association
Executive Board Meeting
9:00 am March 14, 2008
IVN locations throughout the state

The meeting was called to order at 9:00 am on Friday March 14, 2008. Roll call took the place of introductions as we were scattered at various IVN sites around the state.

Members Present: Kathy Berg, Kirsten Baesler, Phyllis Bratton, Eileen Chamberlain, Naomi Frantes, Shelby Harken, Mark Holman, Donna James, Bonnie Krenz, Christine Kujawa, Cathy Langemo, Victor Lieberman, Bonnie MacIver, Johanna McClay, Laurie McHenry, Doris Ott, Beth Postema, Mike Safratowich, Kelly Steckler, Kathy Thomas, Lori West, and Rachael White.

Members Absent: Marlene Anderson and Al Peterson.

Order of the Agenda was discussed: Kirsten Baesler asked that we add to the agenda, under new business, other, NDLA provide a representative to judge the librarian of the year contest/award that will be given by the LAMA section of NDEA. Bonnie Krenz had a question about different travel rates. It will be discussed under the agenda topic of travel. President Donna James added to the agenda that she needs to know who the Federal Library Legislation Advocacy Network Contact is. She would also like to talk about a student membership rate in conjunction with ALA.

Minutes: Lori West moved and Beth Postema seconded approval of the regular meeting minutes of December 7, 2007 as distributed to the list on March 12. Motion carried. Shelby Harken moved and Mike Safratowich seconded the electronic minutes for the time period of December 8, 2007 through March 12, 2008 be approved as read. Motion carried.

Treasurer's report: Donna James will send Mike Safratowich a thank you letter to accompany the check to Augie Ternes for doing the taxes for the association. The income tax report was mailed about two weeks ago. We paid \$94.15 in sales tax on our cookbooks. Mike Safratowich filed the nonprofit status with the state. In the treasurer's report he noted we did have a net income for 2008 of \$4043.34, which was mostly dues. He added that we do not need to approve this report; we approve the report quarterly when it comes out.

Old Business:

Major Benefactor Award and the Librarian of the Year Award: changes in language. Following some discussion, Beth Postema said she would research the handbook language and possibly bring it back to the board at some time in the future.

Executive Board Travel and Reimbursement Policy: changes in language. Bonnie Krenz said they basically eliminated the language regarding conference pre/post board meeting or regular meeting and left it at this is what the board will reimburse. Kirsten asked that we move on from discussion and consider this under new business when we consider the policy changes. President James concurred with this, but asked Bonnie Krenz if there wasn't another issue. Bonnie indicated there was. We have stated we will reimburse at the state rate; there are two different rates for state rate reimbursement. If you are a non state, city or county employee the reimbursement is 37 cents; an employee of state, city, or county is reimbursed 45 cents. Mike Safratowich believes we are currently paying 45 cents. The consensus was to wait and also act on this when we consider policy changes.

2008 Conference Update: Phyllis Bratton said everything on the spreadsheet in blue is locked in; the green she is working on and at the bottom of the list are possible conference programs just to jumpstart people if they are trying to come up with programming they would be interested in sponsoring. (She still hasn't heard from several sections and roundtables about what they would like to sponsor.) Phyllis would really like an "expert" on audio or ebooks, and their use in libraries. She also would really like people to be on the collection development panel for determining appropriate format: print, audio, online. This year we are trying to put together a "continuing education track" for school librarians. We have a pre-

conference, Innovative Library Programming for Teens with Kevin King from Michigan. Many of these programs will also appeal to public librarians and may appeal to teachers. We have a post conference on boys and reading. Within the track a couple things she is working on are Logging Teaching Information Literacy in the Schools and Teaching Millennials. The thinking is school librarians can mix and match for the continuing education credits and Donna James will do some work online afterwards; this will enable them to obtain the continuing education credit. It is kind of experimental, but there seems to be interest among the SLAYS people. With regard to costs: currently we have Kevin King doing the pre-conference and 1 session the next day; his honorarium is \$2000 plus travel. Michael Sullivan has requested \$1000 for the post-conference. So far the costs are \$6700, notwithstanding revenue to be received. Jenifer Grady, ALA-APA (Allied Professional Association) will be the keynote speaker. She is doing a lot for education and certification beyond the MLS, staff certification, and pay equity issues. Also set up are some no-conflict times for vendors. Phyllis's daughter created the logo.

Beth Postema questioned the exhibitor fees. She read from the form used the previous year: \$350 before August 1 or 15, \$400 for premium booth by entrance and other dollars added on for hookups, etc. How does she know how much premium space we have? There was some discussion; no one indicated they had heard of premium price spaces. Mike Safratowich does not recall anyone paying more than \$350 for a booth. Beth would like a floorplan or map of the exhibit space. President James suggested Beth get in touch with the local area arrangements committee and find out what the floorplan for exhibits is. Beth asked if members were okay with striking the "premium information" from the form; consensus appeared to favor striking it. Kirsten Baesler will get a floorplan or such to Beth.

Kirsten Baesler and Kathy Berg spoke on the Flickertale Award and authors: School librarians and teen librarians choose who we have for children's authors and their time track. The Flickertale winners are who comes; voting is taking place now and we will know at the end of April. The June meeting is soon enough to take any needed action. Usually the Flickertale Award author comes on Thursday and receives the award at the Friday luncheon. The Flickertale Chair is new this year and many details are left up to her. Kirsten Baesler thinks the school visits and the luncheon speaker are sufficient so we do not need to allow for session tracks.

"Big Read": Is there a Committee update? Committee members, appointed at the December meeting, are: Kirsten Baesler, Phyllis Bratton, Doris Ott, and Kelly Steckler. Kathy Berg moved and Kirsten Baesler seconded tabling this until a later date. Lori West said she had done some research and she thought the last grant cycle was completed and the entire project ends in 2009. Kathy Berg amended the motion by friendly amendment to move from tabling to ceasing discussion since we missed the grant project deadlines for the "Big Read". Motion carried.

One of the suggested sessions at the conference is the topic of the "Big Read"; Phyllis now would like to know if she should still encourage everyone to read the same book. Maybe people would prefer a panel discussion on the "Big Read". What are thoughts on this? Regarding reading the same book, Kirsten Baesler reminded members that Kathy Berg had suggested everyone read *A whole new mind* by Daniel Pink. She even looked into getting Daniel Pink to come to North Dakota as a speaker, but he was too expensive. There is even a DVD if we wanted to use that for a book discussion/session. There was encouragement for a panel discussion on the "Big Read". Bonnie MacIver offered herself or Karen Chobot for the panel. They have done a community wide read of their own where everyone in their twin communities read the same book. They did their own independent program.

New Business:

NDLA Nominations: Johanna McClay contacted 48 members by email to find people willing to run. She thought President Elect would be the most difficult, but Treasurer proved to be the most difficult. There is an error on the report; she meant to put Zack's email and repeated his name instead. Donna James would like to emphasize Johanna's request to get Round Table and Section Candidates to her by the May 1 deadline. Kathy Berg moved and Bonnie MacIver seconded to accept the slate of candidates. Discussion ensued on the question of whether dues are current, as dues must be current. Motion defeated. Beth Postema moved and Lori West seconded to approve the slate of candidates online after their membership has been verified. Motion carried.

Phyllis Bratton moved and Shelby Harken seconded to accept Marlene Anderson's recommendation to continue working with Clearwater Communications and accept the price increase.

"Currently, Clearwater Communications is compensated \$500 for each 32-page on-line publication; plus \$15 for each additional page, or \$50 for four additional pages. We would like to propose changing that to \$640 for each 32-page on-line publication; plus \$20 for each additional page, or \$60 for four additional pages."

Kirsten Baesler led discussion on handbook and policy revisions:

Consideration of the Finance Committee's Policy Handbook changes: Beth Postema moved Kathy Berg seconded to approve the proposed handbook changes. Motion carried.

Consideration of Finance Committee's Reimbursement Policy: Kirsten Baesler recommends that we vote on this motion and then discuss whether this will be in every committee's handbook. Beth Postema moved and Eileen Chamberlain seconded to approve the reimbursement document of the Finance Committee as presented. Beth Postema amended this with a friendly amendment to add these changes to all handbooks and if there are differences in the association's Executive Board Policy Handbook and/or the Sections and/or Roundtables Policy Handbooks the Executive Board Policy Handbook takes precedence. Motion carried.

Under the Executive Board Duties and Policies, once we make the change today for reimbursement, it can go into each section and policy handbook. Kirsten Baesler suggested that the language be included in each document with a link to the reimbursement form.

Consideration of the Web Editor's Policy Handbook: Kirsten Baesler recommended we accept the handbook as written with the reimbursement change that will take effect for all policy handbooks. Naomi Frantes moved and Kathy Berg seconded that we accept the Web Editor's Policy Handbook as written with the reimbursement change that will take effect for all policy handbooks. There was some discussion on mounting the conference information on the web. Motion carried.

Consideration of NDLA Web Site Policy: Kirsten Baesler recommends we approve the NDLA Web Site Policy as presented by our web editor. Kathy Berg moved and Lori West seconded to approve the NDLA Web Site Policy as presented by our Web Editor, Theresa Norton. Theresa Norton questioned whether this should be a separate document or part of the Web Editors Handbook. Consensus was that this should be a separate document and part of the NDLA Policies Handbook. Motion carried.

Consideration of NDLA Secretary's Policies Handbook: Kirsten Baesler recommends we approve the Secretary's Policies Handbook as presented withdrawing the reimbursement section and replacing it with the new reimbursement policy. Shelby Harken moved and Naomi Frantes seconded approval of the handbook with the following language changes: strike "NDLA provides a tape recorder" and replace with "NDLA provides approved recording equipment and supplies for use of the secretary". Motion carried.

Kirsten Baesler will submit the approved policies to the Web Editor to upload.

Consideration of NDLA Membership Directories Policy Handbook: Naomi Frantes moved and Beth Postema seconded we approve this policy as distributed. Mike Safratowich suggested a language change of must to shall. Kirsten Baesler said Robert Rules interprets must, shall and will all as must. We will change to will for the benefit of those who will read it. Discussion ensued regarding the second paragraph at the end of the sentence where it says "sold or given to persons outside the association", as to how to complete the sentence. The final wording: "Information in any NDLA membership directory and the membership database is for sole use by members of the association and will not be sold or given to persons outside the association with the following exception: the membership chair, in consultation with the president, may release the member information to another library or library association who wishes to publicize a conference workshop or other professional development or continuing education opportunity to NDLA members." Motion carried.

Consideration of NDLA Listserv Policy: Kathy Berg moved and Naomi Frantes seconded to accept the policy as presented. Kirsten Baesler asked for the correct spelling of listserv. It is one word without the “e”. Motion carried.

Kirsten Baesler spoke on a judge for “Librarian of the Year”: The sister organization of SLAYS, LMA, which is a section of the NDEA, has proposed giving a Librarian of the Year Award. Other sections in NDEA have similar awards, so they have revived the Librarian of the Year Award. The winner would receive a plaque and have their name inscribed on a traveling plaque. Kirsten Baesler would like a motion to provide a representative from NDLA to join others on the panel of judges. Kirsten suggests that we elect a position rather than a person to represent NDLA. At the most each year, there would be 4 nominees. The position of President was suggested. Beth Postema moved and Phyllis Bratton seconded that NDLA’s judge for the Librarian of the Year Award by the LMA Section of NDEA be the NDLA President.

President James would like to look at student membership rates in conjunction with ALA. She would like permission to look into this and bring it back to the next meeting. The consensus was affirmative.

Rosalind Reynolds from ALA called Donna James and asked her who our Federal Library Legislation Advocacy Network contact is. Shelby Harken commented that ALA is doing more advocacy, etc. and maybe this is a part of that. Kirsten Baesler read the description for the NDLA legislative chair. Donna will contact this person and give her Kelly Steckler’s name, as she is our legislative chair.

Kirsten Baesler asked if we want to add to the President’s Policy Handbook: the NDLA President is a voting member on the NDEA –LMA Librarian of the Year award committee. Bonnie MacIver moved and Kathy Berg seconded this change to the President’s handbook. Motion carried.

Reports:

President - nothing to add

President-elect requested info on who suggested the Daniel Pink book - Kathy Berg

Past president - nothing to add

Secretary- nothing to add

Treasurer- nothing to add

ALA Councilor- nothing to add

MPLA Representative- nothing to add

Academic & Special Libraries Section - no report

Government Documents Roundtable- nothing to add

Health Science Information Section- nothing to add

New Members Roundtable- nothing to add

Public Library Section- nothing to add except if there is anyone who is an expert on ebooks, downloading, etc we would really like that as a program at conference

School Library & Youth Services Section- nothing to add

Constitution Bylaws & Policies Committee- nothing to add

Finance Committee - We need a motion to accept the financial review of the committee. Kathy Berg moved and Phyllis Bratton seconded to accept the financial review. Motion carried.

Intellectual Freedom Committee- We are working on updating the handbook first written in the 1980’s; when it is complete do we give it to the board first or

Kirsten Baesler first? It goes to Kirsten first and she makes recommendations and presents it to the board for a vote.

Legislative Committee- nothing to add

Nominations & Elections Committee- nothing to add

Membership Committee- nothing to add

Professional Development Committee – We are looking at changing policies a little bit and the process is moving slowly because people want funding and I have been telling them we really can’t do anything until we get the policy changed. Are there any recommendations about deadlines? We are looking at several deadlines throughout the year. Are there suggestions of deadlines?

Public Relations Committee – Cathy sent out a revised press release regarding the new board because a couple people had job changes since the original press release. She hopes the media will cover this and not see it as a repeat of September.

The Good Stuff Editorial Committee- nothing to add

Executive Secretary- nothing to add

Archivist/Historian- nothing to add

State Librarian- nothing to add

Web Editor- nothing to add

The next Meeting will be 10:00 am on May 30, 2008 at the Seven Seas in Mandan. Cathy Langemo will arrange for a meeting room.

The meeting was adjourned at 11:43 am.

Respectfully submitted,

Laurie McHenry, Secretary