

North Dakota Library Association
Executive Board Meeting
10:00 am May 30, 2008
Seven Seas – Mandan, ND – Santa Maria Meeting Room

President Donna James called the meeting to order at 10:00 am

Introductions included the institution we work for, our position there and our position on the board.

Members present: Eileen Chamberlain, Kathy Thomas, Donna James, Kathy Berg, Phyllis Bratton, Christine Kujawa, Victor Lieberman, Mark Holman, Mike Safratowich, Johanna (McClay) Bjork, Al Peterson, Shelby Harken, Naomi Frantes, Rachel White, Bonnie Krenz, Beth Postema, Lori West, Laurie McHenry, Cathy Langemo and Kirsten Baesler.

Members absent: Marlene Anderson, Bonnie MacIver, Kelly Steckler, and Doris Ott.

Order of the Agenda: President James asked for additions to the agenda. Under New Business – Other: Correspondence from ALA asking for pledge of money and Business Challenge requesting money.

Comments were solicited on the Board meeting held via IVN on March 14; all were positive. There were no costs associated with this as Donna James was able to set this up as a professor associated with Valley City State University.

Shelby Harken moved and Eileen Chamberlain seconded approving the minutes of the March 14, 2008 as distributed. Motion carried. Beth Postema moved and Lori West seconded approving the electronic minutes as distributed. Motion carried.

Treasurer's report: Mike Safratowich spoke to the NDLA-HSIS money from the conference in 2005 that the Midwest chapter sponsored. NDLA-HSIS got a chunk and HSIS is free to spend those funds. The Centennial cookbooks continue to be sold; receipts are \$674 to date this year. All of the investment accounts have received donations and so have the Flickertale books. NDLA has renewed our \$10,000 CD at 3.35% for 12 months. This report is informational only as we approve treasurer reports quarterly.

Old Business:

Major Benefactor Award and the Librarian of the Year Award changes in language: Beth Postema is still researching this. The history of the May 31 deadline was discussed and the consensus for the reason is because we do not have a July board meeting (typically it is June) and the recommendation for the Major Benefactor Award was presented to the board for a vote at the June board meeting. Discussion was solicited on thoughts regarding nominating an individual for Librarian of the Year Award who had previously received it; thoughts were positive towards allowing a nominee to be nominated a second time after 10 years for a significantly different contribution than the first time. Consensus concluded it would be helpful to display a short phrase describing the reason the person had received this award next to their name on our web page. Discussion ensued on the changes in language. Kirsten Baesler and Beth Postema will continue to work on the language and present it to the board for approval.

The chronological guidelines for February of the Past Presidents Handbook were reviewed. February lists the solicitation of donations and the consensus was to strike this section regarding donors Beth Postema also encouraged members to personally see to it that the incoming officer or chair receives the past officer/chair's box of materials personally. Do not leave it somewhere at the conference with the assumption that someone will find the box because you left it there for them.

Conference Update: Phyllis Bratton said everything is all coming together. There are 33 possible sessions and all but 6 are filled; 5 of which have something tentative assigned. Lolly Gassaway (copyright education guru) is coming to give a pre-conference on copyright in digital formats; she will also do a session during conference. We will have a conference book club; attendees will be encouraged to read A

whole new mind: why right-brainers will rule the future by Daniel H. Pink. Phyllis has obtained a DVD of the author speaking about the book and she has his permission to use the DVD in a book discussion session. This conference has two completely new things: the Continuing Education track and the Book Club. Continuing Education for School Librarians is set up so they can take 6 sessions in one day, a pre or post conference, or two days, etc. There is much mixing and matching for maximum flexibility. Jennifer Grady, ALA-APA, is our keynote speaker. She has been putting into place certification beyond the MLS with various methods and also programs for certifications for paraprofessionals. She is also doing a session on Friday to talk more about APA educational opportunities. The idea of coffee shops in libraries was discussed and Christine Kujawa offered to set up some sort of program or discussion on this. There was also discussion on having Starbucks come and offer coffee samples, perhaps at the Book Club discussion.

The Pre-Conference Executive Board meeting will take place from 9:00 am to 12:30 pm on Wednesday, September 24, 2008. The third general session will end about 4:30 on September 26 and will be followed by the Post-conference Executive Board meeting, which should end about 5:00 pm.

We broke for a tour of the facility and lunch.

NDLA-ALA Student Membership Rates: Right now we have an associate membership, which does not have voting rights. To change the dues requires a vote of the membership. It is possible that would not apply if we wanted to split that category out and make it equal to the trustees' membership, which is a membership at the same rate as an associate membership, but it is a voting membership. Consensus was that as long as we were adding to a category of membership rather than adding a membership category, a vote of the membership would not be necessary. Donna James described the student membership as an affiliate with NDLA. Kathy Thomas will research this some more and email something out to the board for further action.

New Business:

President James asked for comments regarding the Tour of the Facility: maps in the program booklet will be vital; could the Section/Round Table business meetings be held at different tables in the large room where we will all eat breakfast; talk of tours of the new Mandan junior high library (vans will be available)

Electronic Ballots: Johanna (McClay) Bjork spoke on electronic voting. Survey monkey would cost \$200 per year and this would allow for surveys as well as voting. Johanna is willing to help next year's nominations person set this up if it is something we decide to do. Research shows people are more likely to vote electronically and it would require far less paper and time. There was some discussion on whether we would still need to offer paper ballots if requested. Beth Postema moved and Phyllis Bratton seconded presenting the membership at annual conference in September with a vote for bylaw changes to adopt other voting methods in addition to mailed ballots for the purposes of association business. Motion carried. The mechanics of doing so in accordance with the bylaws was discussed. Notification of this proposed bylaw change will need to be printed in the August Good Stuff.

NDLA Nominations – Johanna (McClay) Bjork read the list of nominees for NDLA Officers and Section and Round Table offices:

Vice President/President Elect Candidates:

Laurie L. McHenry

Leslie Deering

Treasurer:

Mike Safratowich

Kathy J. Zaste

Secretary:

Zachary B. Packineau

Section/Roundtable Candidate Information:

Technical Services Roundtable:

Chair-Elect: Elizabeth Jacobs, North Dakota State Library
Secretary: Judith Koester, North Dakota School for the Deaf
New Members Roundtable:
Chair: Sarah Devereaux
Health Sciences Information Section
Barbara Knight, HSIS Section – RAC Position
Travis Schulz, HSIS Section – Chair-Elect
Chandra Hirning, HSIS Section - Secretary
Government Documents Roundtable:
No candidates found
Academic and Special Libraries Section:
Chair and Chair-Elect - Victor Lieberman
Public Library Section:
School Library and Youth Services Section:
SLAYS Chair Elect - Beth Graff
SLAYS Secretary - Lesley Gunderson

Naomi Frantes moved and Shelby Harken seconded to approve the slate of officers as presented. Motion carried.

Review and approve changes to Professional Development Committee’s Policies Handbook: Mark Holman spoke to the proposed changes. Lengthy discussion ensued regarding the amounts of the grants. The dollar amounts of the various grants are according to the annual budget as approved by the board; the amounts are not indicated in the policy handbook. Note - not recorded in the finance committee's handbook: "The Finance Committee solicits a budget request. The Chair submits the budget request. Provision may be made for travel to Executive Board meetings, copying, postage, and supplies for the committee. The NDLA Finance Committee recommends the amount to be awarded for each grant. See the current /previous budget for grant allocations." Discussion ensued on the amounts of the awards and the continued sustenance of these awards. Should the grants be continued with money from our general funds or should we establish our own grants? Each of these grants is tied to a donor and the associated funds. The decision was made to table this until further research and recommendations are agreed to between the finance committee and the Professional Development Committee that will broaden the availability of funds and protect the principal, yet still align with the annual budget. This will be on the agenda at the Pre-conference Board Meeting in September.

Kirsten Baesler recommended approving the changes to the NDLA Intellectual Freedom Handbook for Libraries. Al Peterson moved and Phyllis Bratton seconded approval of the NDLA Intellectual Freedom Handbook for Libraries. Motion carried.

Kirsten Baesler recommended approving the changes to the Intellectual Freedom Committee’s Policies Handbook. Beth Postema moved and Lori West seconded. Motion carried.

Past President’s Policy Handbook – handled previously

Book Carts i.e “Conference Fun” – Mark Holman talked about how he uses book carts for exercise and fun interaction. Could libraries submit videos? Come dressed as a character? Book cart workouts? “Pimp your bookcart? Mark will come up with something for the conference dealing with book carts.

Pay Pal – Some people have expressed both a request and a need (i.e. military bases must now use a credit card) for credit cards. Bonnie Krenz stated that the finance committee did look into this. It is attached to her report. She went to the Pay Pal site to see what it would cost. The transaction fee is 2.9% + \$0.30 per transaction for transactions of \$0.00 to \$3000. Theresa Norton said there would be no problem with setting up Pay Pal as a payment option on the web site. Mike Safratowich stated that there are some differences in setting up a Pal Pal payment option as a single use versus a shopping cart sort of option. Theresa said that security on our web site would not be an issue. The fee could be absorbed in a variety of

ways. President James appointed a committee of four to research the exact costs, etc.: Kathy Thomas, Mike Safratowich, Bonnie Krenz and Theresa Norton. Kathy Thomas will chair the committee; the expectation is to bring this back to the table for discussion in December.

Other:

Donna James read a letter from Business Challenge requesting money; we will not sponsor this.

The ALA Cultural Communities Fund is raising funds for a matching grant for the National Center for the Humanities; we chose not to send money for this.

Reports:

President - nothing to add

President-elect – nothing to add

Past president – Vendor concerns - we overlap with SDLA again. The next one (2009) is in October, but in 2010 they are slated September 22-24. We have not decided on 2010 yet. Last year a sub-committee was requested to look at convention scheduling. One of the things we were looking at was possibly overlapping or coinciding with NDEA in 2010. Gas prices this year also seem to be influencing vendors. Ideas for vendors were solicited; some discussion ensued. There are three confirmed vendors right now: Rough Rider Industries, Gale, and one other. (Suggestions: Proquest, Ebsco, Minitex, ODIN, Follett, State Library, an ebook vendor, Brodart, Net Library, OCLC, Britannica, World Book, a Manga distributor, Gumdrop, regional book distributors) If anyone has ideas please email Beth Postema.

Secretary – nothing to add

Treasurer – nothing to add

ALA Councilor – Shelby Harken reminded us that we could regularly check the ALA legislative web site for legislative info, rather than have Shelby forward to us dozens of emails.

MPLA Representative – MPLA has a new slogan, Big Horizons, Close Community, a new logo, and a new booth. Al Peterson reminded us about the idea of using a booth vendor stamp card to get people to visit the vendors. The stamped card could then be used for a drawing for a prize. And everyone who turns one in gets a prize (candy bar). Statistics can later be gathered from the cards, i.e which vendors received the most traffic.

Academic & Special Libraries Section - working on a program for conference (currently working with LOC on a Copyright speaker)

Government Documents Roundtable - nothing to add

Health Science Information Section - nothing to add

New Members Roundtable – Lori West reminded members that she emailed a poster about the grassroots grant Please remind everyone because NMRT really wants to give a grant this year. The grant language was discussed.

Public Library Section – We are still looking for someone to present on ebooks and audio; if the library downloads include something on the copyright issues of downloading.

School Library & Youth Services Section - nothing to add

Constitution Bylaws & Policies Committee – Did we decide to only change the policy handbooks regarding reimbursement as we make changes to the handbooks, or were we going to change them all with regard to the reimbursement language changes? We were going to change them all. At the last meeting I was using Robert's Rules, but ALA has endorsed Sturgis (and so has NDLA) so that is what I will be using.

Finance Committee - nothing to add

Tech Services - nothing to add

Intellectual Freedom Committee – Christine Kujawa asked if the money budgeted for the committee be used for making spiral bound Intellectual Freedom Committee handbooks to hand out at conference. It was determined that this would be a conference expense if distributed as part of her presentation; she will burn to a CD to make available.

Legislative Committee - nothing to add

Nominations & Elections Committee - nothing to add

Membership Committee – Kathy Thomas made “Save the date” postcards which she encouraged us to take some and hand them out; she will also mail some.

Professional Development Committee - nothing to add

Public Relations Committee – Cathy Langemo said she put it in the Executive Secretary report.

Good Stuff Editorial Committee – The deadline for the August issue is June 20, 2008.

Executive Secretary - Regarding materials for the conference: if you want me to put this together I need everything by August 1 (speakers and presenters bios, good quality photo of 300 dpi or better, the final program, welcome letter from the president and the conference chair, any local letters such as the mayor or the governor, list of exhibitors, special activities i.e. auction, book cart thing, long time member awards, pictures of the covers of the books of the Flickertale Awards, a dining list if you want, a good quality copy of the logo for the conference, sometimes we include the menu for the awards banquet, advertisements)

Archivist/Historian - nothing to add

State Librarian - nothing to add

Web Editor - nothing to add

The next meeting is September 24, 2008 at 9:00 am at the Seven Seas in Mandan, ND.

The meeting was adjourned 3:09 pm.

Respectfully submitted,

Laurie McHenry, Secretary