

NDLA Executive Board
September 23, 2009
Days Hotel Grand Dakota Lodge
Dickinson, ND

Meeting called to order at 8:25 am.

Present: President Phyllis Bratton, Laurie McHenry, Donna James, Zach Packineau, Michael Safratowich, Shelby Harken, Al Peterson, Victor Lieberman, Rachel White, Karen Anderson, Travis Schulz, Bonnie Krenz, Kathy Berg, Elizabeth Jacobs, Kirsten Baesler, Christine Kujawa, Kelly Steckler, Kathy Thomas, Cathy Langemo, Marlene Anderson, Doris Ott. Guest: Ann Pederson.

Order of the Agenda

President Bratton added two items under New Business: Resolutions; 501(c)3 Status. President Bratton noted that this is the first digitally recorded Executive Board meeting as Packineau purchased a digital voice recorder to replace the cassette tape recorder, which will be given to the NDLA Archivist to be stored at the NDSHS.

Minutes

After general consensus, Jacobs seconded approval of the minutes from the May Executive Board meeting. Motion passed.

After general consensus, Peterson seconded approval of electronic minutes from May 2009 to September 2009. Motion passed.

Treasurer's Report

There has been transitioning between accounts and consolidating into fewer accounts. The report is an ongoing process and is about 75% complete. We are currently waiting for the Rudser CD to mature. This report does not need to be approved by the Board.

Old Business

Ad hoc Conference Manual Committee – President Bratton

This task has not progressed as President Bratton was out of state for an extended period of time. President Bratton will remain chair of this committee after her term has ended.

Conference Hotel in Grand Forks – McHenry

President Bratton has signed a contract with CanadInn, with a rate of \$79. The conference will be held at the Alerus Center, with some differences: payment for draping and poles; liability insurance is required, which Alerus can provide for \$400-600; the grant packet from GFCVB must be submitted by the last day in October, January, or April to fund part of our conference. The conference is scheduled for the last two days of September and first two days of October 2010.

Conference Hotel in Minot – President Bratton

President Bratton scheduled a meeting with hotel staff but had to cancel due to being out of state. President Bratton will continue with Minot hotel negotiations after her term has ended. President

Bratton will sign the contract after she has completed a walk-through of the facility; she will finalize the contract by the December Board meeting.

New Business

2009 Conference – McHenry

There may be some changes in the timing, which will be announced at the general sessions. After McHenry sent hotel staff the final draft of the schedule for approval, the Sales Manager decided there will not be enough time to convert the main ballroom into breakout session rooms. Section business meetings will be held in main ballroom without wall partitions. There were some issues with the number of vendors and amount of space to hold 28 vendors. The Lewis and Clark room is not on the program because of potential use of the area for the vendors. Two rooms will be comped, as in two rooms are free; we are currently without a hospitality room, but this is being negotiated with hotel staff. Official setup time for exhibits is 2-7pm today.

AAA Policy and Drexel University Program – President Bratton

This will not cost NDLA anything, only advertising on our part. AAA single membership will cost around \$45. AAA would like a link from NDLA's webpage to AAA's webpage and perhaps an advertisement in The Good Stuff. AAA has been informed that NDLA does not release its membership list. Lieberman asked if they would receive free advertising, or what benefit is this to AAA. The 15-30% discount can be interpreted as AAA's donation to NDLA. Langemo noted that if NDLA opens up to AAA, we are setting precedent for other organizations to contact us about benefits; Langemo suggested criteria for determining which businesses from which we accept offers. Additionally, AAA is a benefit available through ALA. Lieberman suggested checking with ALA about criteria for accepting offers for membership benefits from businesses. Peterson consulted the NDLA Website Policy, which states the following:

The following types of documents or information will not be posted to the web site:

- For-profit advertising or commercial marketing
- Non-library related announcements or job openings
- Political statements unrelated to North Dakota library issues
- Insulting, defamatory, or offensive messages

Safratowich asked if this is a Membership Committee issue, McHenry stated this is a Board issue; President Bratton said it is a Board issue to establish membership benefits, and a committee between Membership and Web Committees will be needed to establish criteria. Also, a statement is needed explaining the differences between advertisements and benefits.

Safratowich moved that NDLA appoint an Ad Hoc committee to explore the option of Member benefits for its members and to set up criteria for that purpose. Lieberman seconded. Baesler suggested that “explore” means we contact other organizations as far their membership benefits go. President Bratton would like this task completed by the December meeting. Langemo said the Board should not be concerned with urgency from AAA. Motion passed. President Bratton appointed an ad hoc committee composed of Membership and Web committees.

NDLA Investments – Safratowich

All assets were to be moved to the bank side and all professional development accounts were consolidated. This action, approved by the Board in December 2008, makes it easier to keep track of funds and leaves all funds federally insured.

Insurance for Board Members – President Bratton

President Bratton asked ALA listserv if state organizations had insurance and what types. President Bratton will pass this task to McHenry who will carry this issue forward. Insurance will be a key issue for the Board this coming year. Krenz said our Board members need to be protected.

Expanding Executive Secretary's Conference Role – President Bratton

President Bratton would like this task to be acquired by the ad hoc Conference Manual committee.

Moving 2012 Conference to Fargo (Dates not in conflict with SDLA) – President Bratton

The 2012 conference was supposed to be in Valley City; James said there are no venues in Valley City to hold a conference. President Bratton suggested Jamestown and Valley City host a joint conference in 2015. 2013 will be held in Sioux Falls with SDLA/MPLA on September 25-27. 2012 will be an October meeting in Fargo, due to lack of space in September.

Krenz moved to accept the revised schedule. Harken seconded. Motion passed.

Discussion of Future Conference Registration Fees

The conference fee has always been determined by the Conference Chair. M. Anderson noted the Board already has the chance to approve the budget for the conference.

SDLA Reciprocity for Conference Registration – President Bratton

For example at the 2013 tri-conference, NDLA would register at SDLA member price, not at a guest rate or non-member rate. Lieberman asked if we should offer reciprocity to MPLA, specifically targeting Montana, South Dakota, and Minnesota; Saskatchewan and Manitoba were also considered being added to the reciprocal list.

Lieberman moved that we offer membership rates to our conferences to members of other library associations. Peterson seconded. Motion passed.

Continuation of Service Plan – K. Anderson and A. Pederson

Pederson is interested in having an HSIS section on the website which includes emergency plans or a general area which includes the emergency plans. Discussion revolved around disaster response forms on the NDLA blog, which can be easily added. Pederson suggested an “Emergency Preparedness” link with plans available by library or collection type.

Anderson moved that we put up a webpage that deals with emergency preparedness. Schulz seconded. Motion passed.

Review of Dues Structure – Thomas

Institutional dues does not work with PayPal because institutional dues are set up on a formula which would require 166 different dues choices. Per NDLA bylaws, Thomas noted that the Finance committee would need to make a suggestion for the change of dues structure. A proposal will be brought to the Board at the post-conference Executive Board meeting. M. Anderson noted that the general membership may need to vote on dues changes.

Executive Secretary Evaluation

To be held after the Executive Board meeting.

Resolutions

President Bratton distributed her resolution thanking the Conference Chair and all involved in the 103rd annual conference.

Lieberman moved that we approve the resolution distributed by President Bratton. Peterson seconded. Motion passed.

501(c)3 Status

NDLA may need to change to 501(c)6 status in order to continue lobbying. We may need to redefine what we expect of our current lobbyist Ilene Larson, which may include changing Larson's title from "lobbyist" to something else.

Reports

President – Nothing to add

President-Elect – Nothing to add

Past President – Nothing to add

Secretary – Nothing to add

Treasurer – Nothing to add

ALA Councilor – Nothing to add

MPLA Representative – Leadership Institute is back on

Academic & Special Libraries Section – Nothing to add

Government Documents Roundtable – Vote for favorite document at the GODORT booth

Health Sciences Information Section – Toward the last paragraph on the annual report, the line should read "parts I and II" in parentheses

New Members Roundtable – Nothing to add

Public Library Section – Combined quarterly and annual reports

School Library & Youth Services Section – Nothing to add

Technical Services Roundtable – Nothing to add

Constitution Bylaws & Policies – Will continue to work with Membership committee

Finance – Nothing to add

Intellectual Freedom – Nothing to add

Legislative – Nothing to add

Nominations and Elections – Absent

Membership – Nothing to add

Professional Development – Absent

Public Relations – Nothing to add

Good Stuff – Nothing to add

Executive Secretary – Nothing to add

Archivist/Historian – Archivist will need materials before Friday

State Librarian – In the August-September 2009 issue of American Libraries, ND received recognition for adding Learning Express to online databases.

Web Editor – Absent

Election Results – President Bratton

Krenz moved to ratify the election results. Harken seconded. Motion passed.

Meeting adjourned at 11:25 am.

Respectfully Submitted,

Zach Packineau