

North Dakota Library Association
Executive Board Meeting
9:00 am-12 noon - March 5, 2010
IVN Locations

Present at IVN Locations:

Fargo: Kathy Thomas
Valley City: Phyllis Bratton, Bonnie Krenz
Bismarck: Beth Greff, Naomi Frantes, Rachel White, Marlene Anderson, Travis Schulz, Sarah Devereaux, Al Peterson, Elizabeth Jacobs, Doris Ott, Chandra Hirning, Cathy Langemo
Grand Forks: Mike Safratowich, Theresa Norton, Sandi Bates, Toni Vonasek, Victor Lieberman, Shelby Harken, Laurie McHenry
Dickinson: Rita Ennen

Not Present:

Kirsten Baesler, Christine Kujawa, Kelly Steckler, Lori West

- I. Call to order**
- II. Introductions**
- III. Order of the Agenda**

IV. Minutes

Minutes were read over during break and voted on after break. Several changes to spelling were requested, as were the insertion or deletion of words to clarify meaning. Toni Vonasek to be added to list of members not present.

Safratowich moved to accept minutes as corrected. Harken seconded. Motion carried.

Hirning will send out electronic minutes next week for approval via e-mail.

V. Treasurer's report

Safratowich: Distributed with supporting documents. Rudser account matured on Feb. 22, 2010. We invested \$10,000 for 18 months at a rate of 4.15%. The total amount at maturity was \$10,624.32. Finance committee will look at what portion to reinvest.

VI. Old Business

a. Emergency/Disaster Preparedness

President McHenry reported that link is up on the NDLA website and appears as Disaster Planning on right-hand side of the screen, and there is content associated with the link. To make comments or add information, contact Travis Schulz.

b. 501(c) 3 Status – Finance committee to report

Krenz: After reviewing our documents and the standards, we are within the lobbying standards and can continue as we are. Lieberman: Can we call her a lobbyist? Are we going to go ahead to have a "lobbyist" during next legislative session, or would be up to the Board at the time? Safratowich: We can spend up to 10% of our expenditures in this manner without filing a special form, and we spend about 3%. Krenz: Theresa, please

change it back to “lobbyist” on budget line in 2010 budget rather than “bill tracker.” We also looked at employees, and Cathy Langemo falls within the guidelines of contract for hire, so we are also within the legal guidelines there.

c. Membership benefits

President McHenry cannot find the information from AAA and is waiting to hear back from our AA contact.

President McHenry: If we decide to offer the Drexel benefit, our webpage of benefits would simply link to the page of Drexel and then link out again to the NDLA benefit offerings.

d. Committee Report on plan for Benefits Web Page

Do we need to have any conversation about how it would look on our web page?

Lieberman: Last meeting, we changed our wording to allow for this, but we do not want to do a lot of text which would look like advertising. A statement summarizing the benefit would be sufficient. President McHenry: The discount with Drexel varies with program.

Bratton makes motion to link to the Drexel benefit information on our website and offer the Drexel benefit to our membership. Harken seconds. Motion carries. President McHenry will contact Drexel and keep Theresa in the loop so that NDLA website can be undated as needed.

President McHenry asks for someone to chair an ad hoc committee to explore additional member benefits.

e. 2010 Conference

Conference Theme and Keynote

Ennen: Plans to visit with Local Arrangement Committee fell through because of weather. However, will be meeting with them on Monday, March 8. Is in negotiations with Joe from MADD Magazine to be our keynote speaker on topic The Joy of Censorship. He’s a comedian and will be able to give the publisher’s viewpoint on censorship. Ennen has screened the movie *Hollywood Librarian* and would like to have a screening of it at NDLA. The theme is Libraries: A Census. Focus will be on capturing a snapshot of what is going on in libraries right now.

Ennen: Any Round Table that wants to sponsor a session should let Rita know.

Greff: Is there a budget for bringing in speakers? Ennen: Yes, we have budgeted \$12,000 all across, and not all of that has been committed yet. Those interested in using funds to bring in a speaker should contact Rita directly.

Lieberman: It’s the 175th anniversary of birth of Andrew Carnegie. We may want to incorporate that into our conference as a sideline. ASL section is still in discussion about their programming. Ennen asked Lieberman to consider presenting about Carnegie.

Local Arrangements

Bates: As part of the Local Arrangements Committee, has contracted with Alerus for technology carts as discussed at our December Board meeting. Committee is

contemplating ideas for the Wednesday evening reception. One possibility is a tour of the aerospace facility, but that would require pre-registration as facility takes in 12 people at a time in 15 minute intervals. The School for the Blind has contacted committee about an open tour on Wednesday afternoon. The Grand Forks Public Schools have inquired about a dedication of a TR kiosk. Ideas for events Friday night leading into post-conference: Amazing Race Grand Forks or Survivor Grand Forks themed event

Vendors

Bratton: Compiling a list of vendors. Has went out to Board the latest version of vendor form. Prices have been raised a bit from previous conferences. Bottom of form lists what conference includes for vendors, such as meals, to avoid confusion and to attract more vendors. Bratton worked out a spreadsheet of profits and losses at vendor different levels. If you have vendors you'd like Bratton to contact, please let her know. She'd like to have list of vendors on the web the week after next.

President McHenry asks Bratton to clarify price increase. Bratton: Thinks increase at each step is about \$25. Late registration for booth is \$395 so as to avoid hitting the psychological barrier of \$400. Found it interesting to do breakdown of profits. Profit on larger booths is \$169.50; considerably smaller profits for tabletops. Break-even point is 12 or 13 booths. Bates: Because we're limited by space to 31 booths, will that limit number of tabletops we'll accept due to their lower profit margin? Bratton: We are letting vendors choose which level they wish to be based on their needs, such as power. Based on last year, we had 21 or 22 booths. We had a bit of discussion about our affiliated memberships, like ALA and MPLA and ACRL. Maybe we could have tabletops with information outside the ballroom. President McHenry will talk to Alerus on Monday about locating tabletops outside the ballroom. Bratton will contact Drexel to see if they'd like to send someone or at least materials for promotional purposes. E-mail Bratton with suggestions for vendors.

f. Library Snapshot Day

President McHenry: Motion passed through our e-mail list, but no one has volunteered to chair committee. President McHenry will send something out to membership at large to get this going. April 11-17 is National Library Week. Krenz notes that National Library Week hat falls during Spring Workshops.

g. Ad hoc Conference Manual Committee

Bratton has sent out e-mail to membership to see what they think about flipping duties of Past President and President Elect. Responses were generally favorable, but there were concerns. However, also concerns about how we do it now. Bratton has set up a committee and has given member each a charge. We need more committee members, so feel free to join. President McHenry suggests that past board members may like to be part of the committee.

Krenz: Are we definitely flipping the duties? President McHenry: Minutes of December meeting made it sound like this is what we definitely are going to do. But President McHenry and Ennen do not want to plan additional conferences as Past President.

Bratton states she is unsure of the implications of the bylaws for how we need to go about rewriting the conference manual. Bates: Nominations committee split up the membership to contact regarding running for positions, and she let her portion of the membership know that splitting of duties is likely so that running for president-elect would be less daunting.

President McHenry: General membership could vote on the reallocation of duties at September conference if we're ready in time to present it to them. Bratton: We'll aim to be ready for September. Lieberman: When Bratton chairs the conference during the transition year as discussed at our December meeting, she would be neither Past President or President Elect. Bratton: Can also have an interim plan in place until date when new configuration is implemented. Suggests that we have a membership vote on change in bylaws and a vote to accept interim plan. President McHenry will talk to Baesler to see what we need to do to have this ready for a vote in September.

VII. New Business

a. 2009 Financial Audit

Krenz: Financial Committee audited the books and found everything to be in order. Vonasek moves to accept the 2009 financial audit as presented by the financial committee. Lieberman seconds. Motion carried.

b. 2009 Tax Return

Safratowich: Moves that we provide \$100 retail gift certificate to Auggie Ternes who assists us in preparing our tax return and that president sends a letter of thanks. Harken seconds. Motion carried.

c. Nominations and Elections Committee – approval of slate of candidates to date

Bates presents a current list of candidates for positions. Slate of candidates is as follows: President-elect, Aubrey Madler; Treasurer, Mike Safratowich; Secretary, Chandra Hirning and Zack Packineau; MPLA Representative, Eric Stroshane. Final section will be presented at May/June meeting. May 1 is deadline for nominations with presentation of final slate of officer candidates to be presented at May/June board meeting. Lieberman moves we accept initial slate of officer candidates presented by Nominations and Elections Committee. Harken seconds. Ennen: If we accept this slate of candidates, is this the final list of who will be presented as candidates? Bates: Final slate will be presented at May/June board meeting, so there may be additional candidates by then. Motion carried.

VIII. Next Meeting – suggested dates - May 21 or June 4, 2010 at the CanadInn

Proposal

President McHenry: Suggested dates are May 21 or June 4 at with rate of \$70 at CanadInn for the night before the meeting. Discussion ensued regarding merits of one date over the other.

Discussion

Bates: It's important for Kirsten Baesler to be at our meeting. What's the Bismarck school schedule? Greff: Bismarck's last day of school is May 27. Informal show of hands to show number of people who have a preference. Greff: What are we doing at this meeting so that we know how important it is for us to be there? President McHenry: We will do a walk through on site, will talk about insurance, will vote on whether it's important that we continue to meet at site. Ott: I think it's important to go with schedule that fits Rita and Laurie as they are integral to meeting. Frantes: If it's important that Kirsten be there, should she be asked? President McHenry: Maybe she will contact Kirsten before date is selected. Bates: Ad hoc committee has been discussing changes in voting procedures to allow for online voting. During the May/June meeting, we will need to discuss if we will vote only online and the implications of that. President McHenry: If conference committee decides we need a bylaw change, that would need to be voted

on at our May/June meeting so that it can appear in Good Stuff. Krenz: Let's set it for June 4 and then change it later if needed. President McHenry: Let's set it as a tentative June 4.

IX. Reports

President McHenry: Convention and Visitor's Bureau has given us grant of \$500.

Greff: Sent out mass distribution to all school librarians in ND. There are people who would like to join SLAYS. Greff is looking for more responses from school librarians for conference this fall, especially if we offer it for credit.

Bates: Question for Cathy Langemo: Has anything has been done about the displays for National Library Week? Langemo: Has not taken action yet. Will look into it within next few days and will look into situation at malls in four major cities. Will send out e-mail to board.

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| 1-President | 15-Constitution Bylaws Policies Committee |
| 2-President –Elect | 16-Finance Committee |
| 3-Past President | 17-Intellectual Freedom Committee |
| 4-Secretary | 18-Legislative Committee |
| 5-Treasurer | 19- Nominations & Elections Committee |
| 6-ALA Councilor | 20-Membership Committee |
| 7-MPLA Representative | 21-Professional Development Committee |
| 8-Academics & Spec. Lib. Section | 22-Public Relations Committee |
| 9-Gov. Documents Roundtable | 23-The Good Stuff Ed. Committee |
| 10-Health Sci. Info. Section | 24-Executive Secretary |
| 11-New Members Roundtable | 25- Archivist/Historian |
| 12-Public Library Section | 26-State Librarian |
| 13-School Lib. & Youth Serv. Section | 27-Web Editor |
| 14-Technical Services Roundtable | |

X. Adjourn: 10:35

Respectfully submitted,
Chandra Hirning, Secretary

Approved by Executive Board, June 4, 2010