

North Dakota Library Association
Executive Board Meeting Minutes
9:00-11:50 am Central Time, 8:00-10:50 am Mountain Time – June 7, 2011
IVN, Various Locations

Present:

Dickinson location: Rita Ennen, Tina Kuntz
Bismarck location: Marlene Anderson, Eric Stroshane, Konnie Wightman, Chandra Hirning,
Cathy Langemo, Christine Kujawa, Kirsten Baesler,
Grand Forks location: Mike Safratowich, Laura Trude, Shelby Harken, Laurie McHenry, Aubrey
Madler, Kalan Davis, Theresa Norton
Fargo location: Mary Markland, Kathy Thomas, Lori West
Valley City location: Bonnie Krenz
Jamestown location: Phyllis Bratton (guest)

Not present:

Beth Greff, Kelly Steckler, Rachel White, Hulen Bivens Kristen Northrup, Curt Hanson, Daphne
Drewello, Donna James

- I. Call to order
- II. Introductions
- III. Order of the Agenda
No additions or changes.
- IV. Minutes
Harken moved to accept the minutes with the corrections submitted via e-mail by McHenry;
McHenry seconded the motion. Motion carried.

Harken and McHenry offered a friendly amendment to the motion to include approving the
electronic minutes as well.
- V. Treasurer's report
No questions for Safratowich.
- VI. Old Business

Legislative update

President Ennen summarized that as stated in the State Librarian's report, the budget was approved, and there was \$200,000 for State Aid that is in addition to what there was before. The bill allowing special libraries, museums, and archives to accept papers, etc., on a closed basis passed. We fared quite well in this Legislative session compared to our neighboring states.

Association, Directors and Officers Liability Insurance – no report

President Ennen stated that there is nothing to report at this time, but we are not dropping this issue and will continue to revisit it.

NDLA logo

Trude stated that she e-mailed files showing the color combinations and underline options. Is there anything else to bring up before we vote? We'll be doing two votes.

Color combinations: President Ennen asked if everyone got a chance to look at the color combinations. Are there any comments regarding the color combinations? The colors are truer when viewed online than when printed on paper. However, the color we approve will also be used on stationery. Norton: Images 1 and 2 are the darker blue and Images 3 and 4 are the lighter blue. Images 1 and 3 are feature the lighter green, and Images 2 and 4 show the darker green. None of them are the lightest greens we viewed and discussed during the e-mail conversations. The Fargo group prefers #3. Trude: We'll also have options that are just black and white. Norton favors #1 because of how the colors will show up on the web. Hirning: Are the color combinations representative of how the links will appear and then change when selected? Norton: Yes. One will be the links which have not been selected, and the other will be the followed links. Harken: Would it be possible to find out if the darker green is not preferred so that we will vote on only two options? President Ennen: Is there anyone who really likes the dark green? (No responses.) Therefore, we're dropping out #2 and #4 and will be voting to choose between #1 and #3.

McHenry called for a vote. President Ennen explained that we'll go down the list of voting members and each will speak vote aloud. The final tally of the vote was 9 to 1 for #1, royal blue and bright green.

President Ennen: We will now discuss the position of the underline. Trude: We got rid of the "shovel" option with the underline located near the middle. Norton stated that she created it in black and white to take away the distraction of the color. The location of the line would be the same in the color version and in the black and white version. The group in Fargo prefers #2 with the higher underline. McHenry also likes #2 in which the "Established 1906" lines up with the bottom of the state. The comment was made that #1 looks a bit tilted to the right. Aubrey prefers #1 and thinks it looks more orderly because the underline lines up with the darker color of the image. President Ennen prefers #2 for how it will look when printed on a letterhead. Davis feels #2 has a more balanced aesthetic.

Harken called for the vote. The vote was conducted verbally by going through the list of voting members. The final vote was 9 to 1 for #2, with the slightly higher line.

President Ennen thanked Bates, Trude, and Norton for their hard work and asked Trude and Norton to share her gratitude with Bates. President Ennen remarked that we officially have a new logo.

Conference Planning Update—Bratton

Bratton: The spreadsheet she sent with her report shows a very preliminary schedule. There are 9 sessions open, but that is not a problem because there are a number of session topics which have been proposed but not yet nailed down. Topics include RDA, parliamentary procedure, information literacy instruction to bridge the knowledge gap between high school and college, disaster planning and recovery, and possibly something on assessment.

There are currently three components focused on continuing education (CE), designed with the school library media specialists in mind. There will be a pre-conference session with Kostas

Voutsas on leadership. In the CE track, 4 out of 6 sessions are already filled and are shown in the first column on the spreadsheet. There will be a post-conference session with Buffy Edwards.

Mark Ehlert is coming in to lead a pre-conference on RDA for \$20 per participant.

Friday has a 3-hour continuing education session for the Health Sciences Section, open to all. The topic is Mobile Apps for Libraries. If HSIS members want to take the session for a CE credit, they'll need to put in an extra hour as directed by the instructor. Although it's not ideal to have a large span of time blocked out like that, it was the only way it worked within the schedule considering the topic. There are two things opposite that long session which we had been hoping HSIS people could attend. With Friday morning set aside for the long session, the HSIS may have trouble getting their resolutions in. Also, the meeting between outgoing and incoming board members and chairs is opposite that long block. Markland does not see that would be a problem because of how frequently she sees the incoming HSIS chair. Bratton encourages the HSIS members to discuss resolutions via the listserv prior to the conference so that they will be ready to present the resolutions on Friday. McHenry: With regard to the resolutions, we had talked about sending out a message to sections and roundtables in September reminding them that they can start discussing their resolutions before the conference.

General sessions: Bratton stated that the 1st general session is set up so that it can take place during breakfast if that's what people want to do. Bratton has been trying to schedule strong sessions after the 2nd general session so that people will stay for the 3rd general session. On the current schedule, the Tutor.com session and the web application gong show are strong sessions which are slated for the block between the 2nd and 3rd general sessions.

Brenda K. Marshall, author of *Dakota, or What's a Heaven For?*, is coming for the book club, and Bratton is hoping people will read the book before the conference.

Bratton stated that anyone who wants to suggest a program or a person to do a program is still welcome to do so.

President Ennen: There is an extra track on the 2nd day. Bratton: Several years ago, we found that more people come on Friday than on Thursday and would like more programming. That's why she arranged things as she did. However, that could stand further analysis. President Ennen suggested that if Bratton ends up with unfilled slots, she could move some of those extra Friday sessions into those slots. Bratton said that we did try to set up things relating to leadership. Bratton introduced some of the sessions on the schedule.

President Ennen: Are we talking about charging for one pre-conference topic but not the other? What about the post-conference? Bratton said there will be a charge for the post-conference but she's not sure what the cost will be. If we want to charge for the pre-conference which is part of the continuing education for credit, we could do that, but we should not charge more than \$20 because that's the cost of the RDA session. Bratton has thought about this issue but has not come to a conclusion. McHenry said that we'd get a more accurate headcount and people will be more committed if they have to pay for it, even if it's a small amount. Bratton: Especially since it's a continuing education for credit session, she does not have a problem with charging unless it puts the cost out of balance for those pursuing a CE credit. McHenry: The money could be used to buy snacks if there is no cost to NDLA for the leadership/CE pre-conference. Bratton: The accurate headcount would be beneficial to the man leading the session because he does a lot of group work. President Ennen: We do make a distinction in costs for those attending the conference for 1 day or 2 days, so it's logical that there be a charge for an extra session, such as

the pre-conference. Minitex is giving us a break on costs, so that's why the RDA session is only \$20. Bratton says that \$20 for the CE track pre-conference is on par with the other pre-conference. Krenz: Would it be possible that those who register for the CE credits be charged \$10 for the pre-conference whereas those not taking it for credit be charged \$20? That would be cumbersome to track. Bratton explained the attendance requirements for 1 CE credit and for 2 CE credits. Whether people want 1 or 2 CE credits varies from year to year. Kuntz: As far as costs go, people who need continuing education credits are happy to pay whatever the pre-conference cost is because it's so much cheaper than going to a university and trying to get those credits. Baesler thinks that \$20 is very reasonable and that when you have people commit with their money, they are more likely to show up. People will be thrilled to have that kind of CE opportunity for only \$20.

President Ennen summarized the plans by the local arrangements committee. The opening reception will be a meet and greet with North Dakota authors. They are planning for a Friday evening event, something along the lines of Minute to Win It. They are considering doing the silent auction, maybe even the whole thing, with tickets rather than with a bidding war. In a bucket auction, people will pay for as many slips as they'd like to purchase and then can put the slips in the buckets. We'll draw from the buckets to see who wins the items. Trude: Personally would not spend as much because she would not be sure if she would end up with the item. Would this impact the amount of money brought in? Madler said she's heard that this method does bring in more money. President Ennen: The small contributions add up. Safratowich: When you mentioned a raffle, it brought back memories of the conference in Fargo when we could not get a permit for a raffle. Are there issues like that in Minot? McHenry: She attended an event in Minot which did something similar. Because you're not selling tickets outside of your organization, it's different than a raffle. Anderson: Toastmasters in Bismarck did something similar and did get a raffle permit. President Ennen will ask Jeannie Narum (local arrangements committee) to check into the question. Bratton: Have they arranged any sort of a tour on Wednesday for those not attending the pre-conference? President Ennen: Not that she knows of. Do we feel that is something we should include? Does that sometimes take away from the pre-conference attendance because people may view it as a choice for the pre-conference time period? McHenry: The last tour in Minot was the winery, and that might detract from the pre-conference sessions. President Ennen: Should she approach the local arrangements committee about adding in a tour? McHenry thinks a tour would detract from the pre-conference sessions. Baesler: A good alternative would be to supply a list of ideas people can do on their own. It would not detract from the pre-conference sessions. President Ennen likes the idea of a list of ideas and will talk to Narum about that, too.

President Ennen asked Kujawa to talk about the Living Banned Books session. The Intellectual Freedom (IF) committee has been coming up with a number of ideas for the conference. There will be a session with professors from UND about banned books. The Living Banned Books event will take place during a session slot. The IF members will purchase t-shirts featuring banned books and will wear them throughout the conference. During a scheduled session, the IF members will be available so that people can talk with the Living Banned Books. The individuals wearing the Living Banned Books shirts will have QR codes on them so that people can look up more information about the books. The IF committee has applied for a grant, and part of the costs are being paid by NDLA. There will be a gift basket about banned books, likely kept at the registration table, and people can sign up to win it. Kuwaja would like a session slot during which IF members can give a presentation about banned books. Kuwaja would like to be on the agenda during the first general session so that she can introduce the three things they'll be doing relating to banned books. McHenry: Is a company printing the QR codes on the shirts? Kuwaja: No, the QR codes are something the committee will be doing on their own and will somehow

affix to their shirts. President Ennen: Maybe we could put a bug in Donna James' ear that participating in Living Banned Books could go toward the CE credits. Bratton: There is room within the CE track. Kujawa is hoping for 10 Living Books, and right now she has 7. Bratton: If you're going to have it for CE, do you want more children's books and young adult books? Kujawa: Right now it's set up so that people wearing the shirts can choose the books which interest them.

Bratton: It looks as though the conference will cost between \$10,000 and \$12,000, which is not that bad. We have smaller costs with the hotel this year. Since we've decided to charge for the leadership pre-conference, that will free up some funds.

McHenry: Who is on the NDLA panel? President Ennen remarked that she is the only person on the panel so far and that she will contact McHenry about being on the panel.

Madler spoke about exhibits. Do we want to do a scavenger hunt or a vendor bingo? The concern with the bingo is that people rush through the exhibits to get signatures rather than interacting with the vendors in meaningful ways. Perhaps having a list of questions and then finding the vendor who can answer that question would be a better alternative. McHenry: Perhaps we can contact the vendors in advance and have them supply questions they'd like to answer or a fact about their company or product. Madler: Maybe we can work it in a way so that a person would not have to visit all the booths or answer all the questions. President Ennen: Would it be inappropriate to address the issue of etiquette for interacting with vendors while completing the bingo or scavenger hunt? Perhaps that could be printed right on the bingo or scavenger hunt sheet. Krenz likes the idea of requiring answers to questions by 10 of 20 vendors (approximately half) because some of the vendors or booths are not relevant to her library. Having specific questions would promote a better dialogue than simply having someone stamp a card. Be sure to ask vendors to think in terms of small libraries and large libraries. McHenry: Maybe we could have more than one form to allow for library types. Krenz: Maybe vendors could submit multiple questions.

Krenz: Is the opening reception to be held when the vendors will be accessible also? The times are overlapping. Madler: Some vendors hoped that we'd be doing some sort of opening reception for the vendors. McHenry: We used to do that, but then it was removed from the responsibilities of the New Members Roundtable, and after that we've not had a vendors' social. Bratton said she thinks that EBSCO decided not to fund any more receptions. President Ennen: It might be worth asking EBSCO if they'd consider sponsoring the reception rather than passing out drink coupons for a time which conflicts with other activities. McHenry: We could poll the vendors who have said they're coming to give us insight into their opinions about a vendors' social. Bratton: You might want to talk to the ProQuest people. Last year, they sponsored a break instead. Minitex wanted to sponsor a break. Have you spoken to them? McHenry: More important than the financial coverage is whether the vendors want a time to socialize with the membership. Madler reported that she talked with a vendor who was hesitant to come because we were not having an opening social. Trude: Sometimes the opening reception is when people pay the most attention to the vendors. Baesler: Several of her friends who operate vendor booths at conferences have told her that most of their business and significant connections happen during or as a result of an opening social. We can invite vendors to the opening reception. McHenry said that she and Madler will talk to Narum to see how we can incorporate the vendors into the opening reception. Harken summarized what happens at ALA in terms of "non-booth" time between the vendors and the attendees.

President Ennen: Will there be door prizes for the scavenger hunt? Are Madler and McHenry gathering them? Madler and McHenry have not worked on that yet. Perhaps the vendors will consider contributing prizes.

Bratton stated she would like to give cookbooks to the main conference speakers and that the cost would come out of conferences expenses. Anderson confirmed that we still have cookbooks available.

Strategic Planning Ad Hoc Committee Update

President Ennen attended training at the State Library in April and pulled good material from the presenter. She has had 6 people agree to be on the committee.

VII. New Business

Slate of Candidates for Election

Kuntz stated that she e-mailed the list of candidates she has secured. She has secured the bios and pictures and will be sending them to Anderson for *The Good Stuff*.

Kuntz read the list of candidates for Fall NDLA 2011 Election. The list follows:

President Elect (2011-12)

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|--------------|------|
| Al Peterson | NDSL |
| Michele Reid | NDSU |

Secretary

| | |
|-----------------|---------------------------------------|
| Brianne Schmidt | Fargo Public Library |
| Travis Schulz | Medcenter One Health Sciences Library |

Treasurer

| | |
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| Mike Safratowich | UND Library of Health Sciences |
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ALA Councilor

| | |
|------------------|--------------------------------|
| Shelby Harken | UND Chester Fritz Library |
| Stephen Banister | Minot State University Library |

Academic & Special Libraries Section

Deb Syvertson, Dakota College Bottineau – Chair Elect

Archives/Records Management Roundtable

Rosemary Flynn, GF EERC Library – Chair Elect

Government Documents Roundtable

Lisa Martin, UND Chester Fritz Library – Chair Elect

Health Sciences Information Section

Holly Gabriel, UND Rural Association. Library – Chair Elect
Sandi Bates, Harley French Health Sciences – Secretary

New Members Roundtable

NO candidates as of June 3, 2011

Public Library Section

NO candidates as of June 3, 2011

School Library & Youth Services Section

Lesley Gunderson – Chair Elect

Krista Tiller - Secretary

Technical Services Roundtable

Elizabeth Madson, Fargo Public Library – Chair Elect

Sarah Matusz, NDSL - Secretary

Kuntz is a bit confused about the SLAYS candidates shown because we voted on them this last winter. Baesler: Who is the SLAYS chair-elect right now? It is Lesley Gunderson, but the list Kuntz provided shows Gunderson as a candidate for chair-elect. The chair of SLAYS needs to solicit a new candidate to put on the list of candidates for the vote which will take place this fall. Baesler then looked in the minutes of the SLAYS meetings. (What she found is recorded below.)

The list distributed by Kuntz shows no candidates for the New Members Roundtable. NMRT may establish a list of candidates at the conference, but sometimes they've come up with candidates prior to the conference.

Kuntz will contact the chairs of the sections for which she has no candidates. McHenry: The Board has to approve the list of candidates. If they come up with candidates at the convention, the Board must approve that at the Friday meeting.

Baesler located information in the SLAYS minutes. At a SLAYS meeting in September 2010, Beth Udem agreed to be the candidate for chair-elect and Jane Snyder agreed to be the candidate for secretary. President Ennen: Those names were identified at a SLAYS meeting last September. Should Udem and Snyder be contacted to be sure they're still willing candidates?

Kuntz asked that the Board consider the provided list of candidates, with the corrections made deleting Michele Reid as a candidate for NDLA president-elect, and substituting Beth Udem as a candidate for SLAYS president-elect and Jane Snyder as a candidate for SLAYS secretary. It will be necessary to hold a vote to accept the candidates brought forth by the New Members Roundtable and the Public Library Section as they're made available.

Baesler and Kujawa will connect to the internet to confirm membership status of Beth Udem and Jane Snyder. Kuntz had previously confirmed the membership status of the other candidates. Udem and Snyder are not currently members. McHenry: Can we move to accept the slate of candidates, contingent upon payment of membership by Udem and Snyder by June 30?

McHenry moved that we accept the 2011-2012 slate of candidates as amended and presented by Tina Kuntz, providing that all memberships are paid as of June 24. Harken seconded the motion.

Discussion: Baesler will get in touch with Udem and Snyder. Thomas will let the Executive Board know whether those membership fees have come in when she returns to her library on June 24.

Motion carried.

Volunteer for Executive Board column in *The Good Stuff*

Safratowich (Treasurer) and Krenz (Finance chair) will write their columns and will submit them to Anderson by June 24. Krenz asked for suggestions as to what to include.

Additional New Business

President Ennen stated that she and McHenry have been joint representatives to the Read North Dakota program. They're getting ready to publish a cookbook and are soliciting submissions. This year the theme of Read North Dakota is food and culture. Some of the recipes will be prepared on a show on Prairie Public Television. McHenry suggested the addition of a blurb and a link on our website. President Ennen or McHenry will send the information to Norton. The deadline has been extended to June 1.

Bratton: On the list of reports, do we want to add the Continuing Education Committee?

President Ennen: Yes, that should be added. The chair of that committee is Donna James. There are several members on the committee.

Wightman: The post-conference session will focus on how to fill the gap in information literacy between school librarians and academic libraries. Is there a vehicle that is ready to give CE credits for academic or public librarians for something like that? Wightman stated she was not aware there was a Continuing Education committee. President Ennen is not personally aware of the way a person would do that. Who offers continuing education credits for other than school librarians? McHenry: We need to remember to include support staff in our planning for ongoing education. Bratton: The ALA Allied Professional Association (ALA-APA) has been working on getting certifications for more types of librarians. President Ennen: Do they ever work with state associations to bring those programs? Bratton: There's also Web Junction. President Ennen: Web Junction offers courses, but when they're giving credit for their courses, they're working in partnerships with schools that offer an MLIS. Minnesota has a Web Junction community and offers courses through that. Bratton: This is something which would be very appropriate for the CE committee to look into. Madler: Didn't we put into the policy handbook that this is not only about school librarians? President Ennen will get in touch with people and will share the thoughts we've had here. President Ennen will talk with Madler about a process for a chair for next year.

VIII. Reports – If you need to speak to your report you may – board is expected to read them on own time.

- 1-President
- 2-President –Elect
- 3-Past President
- 4-Secretary
- 5-Treasurer
- 6-ALA Councilor
- 7-MPLA Representative
- 8-Academics & Spec. Lib. Section
- 9-Archives & Records Management Roundtable
- 10-Gov. Documents Roundtable
- 11-Health Sci. Info. Section
- 12-New Members Roundtable
- 13-Public Library Section
- 14-School Lib. & Youth Serv. Section
- 15-Technical Services Roundtable
- 16-Constitution Bylaws Policies Committee

- 17-Finance Committee
- 18-Intellectual Freedom Committee
- 19-Legislative Committee
- 20- Nominations & Elections Committee
- 21-Membership
- 22-Professional Development Committee
- 23-Public Relations Committee
- 24-The Good Stuff Ed. Committee
- 25-Executive Secretary
- 26- Archivist/Historian
- 27-State Librarian
- 28-Web Editor

IX. Next Meeting – September 21, 2011, Grand International Inn, Minot

X. Adjourn: Harken moved to adjourn the meeting and McHenry seconded the motion. The motion carried.

Respectfully submitted,
Chandra Hirning, Secretary

Approved during September 2011 Executive Board pre-conference meeting