

NDLA Executive Board Meeting  
May 9, 2014  
Ramada Inn, Bismarck, ND

Present: Victor Lieberman, Mary Lorenz, Carrie Scarr, Erienne Graten, Bonnie Krenz, Mike Safratowich, Laurie Robertsdahl, Paulette Nelson, BreAnne Meier, Al Peterson, Tina Grenier, Will Martin, Sandi Bates, Virginia Bjorness, Aubrey Madler, Christine Kujawa, Mary Soucie, Kelly Steckler, and Stephen Banister(left early).

Absent: Shelby Harken, Rosemary Pleva Flynn, Amber Emery, Jason DeShaw, Bree Schmidt, Susie Sharp, Theresa Norton, Lori West, Greg Gilstrap, and Marlene Anderson.

I. Call to Order

President Lieberman called the meeting to order at 10:03 am.

II. Introductions and Housekeeping

President Lieberman announced the new Executive Board members and explained lunch and refreshments.

III. Order of the Agenda

Al made a motion to accept the agenda, seconded by P. Nelson. Motion approved.

IV. Approval of Minutes

A. Two corrections to the March 16, 2014 IVN meeting minutes.

1. New Business section 7 – should be majority of members not majority of voting members.
2. First quarter financial report was voted on electronically not at meeting.

President Lieberman called for a motion to approve the corrected minutes. S. Bates made the motion, seconded by E. Graten. Motion carried.

B. President Lieberman called for a motion to approve the electronic minutes. M. Safratowich made the motion, seconded by A. Peterson. Motion carried.

V. Treasurer's Report

Total equity of \$63491.02. \$500.00 donation to Trinity High School Library was made after finding out it is okay for one nonprofit organization to donate to another. We are waiting to hear what they will purchase with NDLA's donation. There is a new reimbursement form to be used for conference expenses on the NDLA website.

VI. State Librarian's report

State Librarian Soucie said there was a good turnout for the think tank sessions and the ND Library Coordinating Council received good feedback for them to use in setting up Library Vision 2020.

Library Strategies of St Paul is interested in partnering with the State Library on setting up a mentoring program for librarians. Their program works on partnering a library or group of libraries with a mentor to work on a project of the library's choosing. They have done similar programs in Minnesota and Wisconsin. More information will follow as the State Library receives it from Library Strategies.

The State Library is working with the Department of Instruction and Kirsten Baesler, Superintendent of Public Instruction, to encourage the Governor to proclaim October as National Information Literacy Month

## VII. Old Business

### A. Mentoring Committee

A. Madler, Chair of the Committee is working on bringing existing information together. She is proposing a website form that mentors and mentees can fill out to make profiles. They would then be matched up with each other depending on their profiles, experience, and expertise. The next step is getting the technology in place so mentors can connect with mentees via the NDLA website, making it a self-sufficient service. W. Martin is working on the website to make it interactive (members select own login & password) which would tie in with this project. Issues that need to be decided include: would retirees be part of the mentoring project, how to get paraprofessionals involved, and will the project be limited to NDLA members who can't get to conferences. Encouraging members to use the listserv would help connect people before the project gets underway. A reception or program, possibly partnered with the New Members Roundtable, will be held at the 2014 conference to inform people about this project. The Executive Board is to read through the Mentoring Report and President Lieberman will call for an electronic vote on it in the next week.

### B. Strategic Planning Committee

L. McHenry was not prepared to make a report at this time. She will send a report electronically, hopefully before the September Conference meeting.

### C. Library Advocacy & Funding Initiative

Update on Bremer Foundation Grant application: NDLA made it through the first line of acceptance and is still in the running for the Bremer Foundation Grant regarding Library Advocacy. A grant representative suggested President Lieberman send a follow-up document to the grant. Bremer doesn't want another document saying there are problems with libraries. They want to know what outcome this grant would address and what tangible result would occur if NDLA received this grant. Perhaps the grant could address North Dakota

libraries with small or no budgets for collection development. Questions that arose: Can NDLA seek money elsewhere in state or out of state, do we need a library advocacy committee, and who will fill the committee positions if this grant is awarded to NDLA. State Librarian Soucie said the State Library will be part of this committee and will cover costs of any State Library employee who wants to serve on this committee.

Adjourned for lunch at 12:05 pm.

President Lieberman called the meeting back to order at 1:03 pm.

## VII. Old Business

### D. LOTY/MBA

Since S. Banister had to leave the meeting early, this information will be presented later. There is conflicting descriptions of these two awards on the website and it's hard to find people to review the submissions because they must be past NDLA presidents according to the President-Elect Policies Handbook. Deadline for submissions for these awards is May 31, 2014. President Lieberman will contact S. Banister to see if there are any submissions for either of these awards.

### E. Executive Secretary Policy & Contract

S. Bates made a motion to untable this item, seconded by A. Peterson. Motion carried. This is a work in progress; it is being updated by the Finance Committee so it reads as a contractual position and needs to be finalized by our September Conference meeting.

## VIII. New Business

### A. Web Editor Issue

W. Martin has proposed a consolidation of the NDLA listservs citing low usage in most listservs and difficulty for Membership Committee to keep updated. His proposal would eliminate all listservs except the general listserv and the Executive Board listserv. Members wanting to post about a specific subject or to a specific roundtable or committee would add that information to the subject line of their email. S. Bates said the HSIS listserv would still want its own listserv because it gets lots of use and is maintained by one of its own members.

Discussion included:

- Possibility of each group maintaining its own listserv
- This is often the only way to contact NDLA subdivisions
- Upon joining NDLA, Membership Committee adds them to the listservs that they are interested in. When their membership lapses, their name is removed from the listservs.
- If NDLA goes to an interactive website (each member chooses own login and password) – would listserv management be automatic?
- Have Membership Committee put together advertising campaign to solicit feedback regarding listservs from membership.

- Have Membership Committee conduct survey among members regarding consolidation of listservs, partial consolidation, and specialized listservs/general listserv.
- Do all members know the listservs exist?
- Include email of listservs on the registration form

President Lieberman will send a message to T. Norton, Membership Committee, to see which listservs are available and ask her to seek input from the membership and bring findings to the Executive Board for consideration.

#### B. Bylaws revision regarding election issues

V. Bjorness, Constitution, Bylaws and Policies, summarized the bylaws revision:

For each office the candidate receiving the largest number of votes shall be elected. The Nominations, Elections, and Voting Committee determines and reports the results of the balloting to the Executive Board which validates election results and, in disputes regarding elections, serves as the final arbiter. In the case of a tie vote, the successful candidate shall be determined by lot conducted by the Executive Board.

President Lieberman called for a motion to present the bylaws change to the general membership for the 30-day discussion period before a vote as written and distributed. M. Lorenz made the motion, A. Peterson seconded.

A tie situation was defined by V. Bjorness. In the case of a tie – the candidates' names will be put in a hat and one will be drawn – that person will be declared the winner.

President Lieberman called for a vote. Motion carried.

V. Bjorness will get the bylaws revision put in the Good Stuff.

#### C. National Information Literacy Awareness Month

The State Library is working with DPI to draft a letter to support NDLA in seeking the Governor's support in proclaiming October as National Information Literacy Awareness Month.

President Lieberman will seek Executive Board approval on NDLA's final draft before sending it to the Governor. President Lieberman called for a motion for NDLA to solicit support of the Governor in declaring October as National Information Literacy Awareness Month.

A. Peterson moved, P. Nelson seconded. Motion carried.

#### D. Lobbyist presentation

Jason Matthews of JM Strategies in Bismarck gave a presentation to the Executive Board about what type of lobbying he has done previously and what he can do for NDLA. He has a background in marketing and has worked in public relations and public affairs. He has

previously been a Bismarck State College alumni director and president of the Bismarck Public Library's Friends group.

Important issues that Mr. Matthews could address for NDLA include:

- Strategic legislative & communication plan
- Stiff competition for money
- Public Awareness on library issues
- Questions regarding the future of libraries
- Use of social media & earned media

He can incorporate bill tracking and testifying at legislative sessions into a plan for NDLA, although it would be better for librarians to testify on their own behalf. Previously NDLA members have been notified by K. Steckler on bills affecting libraries; Mr. Matthews would be willing to work with a NDLA committee or individuals. Bill tracking is easier for the Legislative Committee to do now but Mr. Matthews can inform NDLA of bills that could affect libraries. He can put together a template for the legislative session - what it means for members, FAQs, fact sheet, and then send out info to membership regarding how to contact our legislators (email, phone call, or letter). K. Steckler said NDLA represents 3 kinds of libraries: school libraries, public libraries and academic libraries. To address the needs of our diverse libraries, Mr. Matthews said he would develop standard talking points and then break them down to specifics to address the different needs of our libraries.

The question arose whether NDLA members who are employed by the state can speak for funding. This is okay as long as these employees do it on their own time. The State Library can advocate but cannot lobby - but can partner with NDLA who can lobby and advocate.

Mr. Matthews would be willing to present at our fall conference to inform NDLA members about lobbying and advocacy.

2015 is a legislative year and there are 2 bills already in the works that address property taxes and could drastically affect libraries. NDLA will need to address these bills.

A. Peterson asked what a lobbyist's duties would involve in non-legislative years. Mr. Matthews said advocacy goes beyond the state level; he could provide training for librarians on how to approach city and county commissioners. Advocacy is difficult for academic libraries because there are too many layers of decision making through the university system.

S. Bates asked Mr. Matthews if he can give us a proposal from which the Executive Board could pick and choose what we want & can afford to have him do for NDLA. J. Matthews will write up a proposal of things he can do for NDLA and will present it to the Board for discussion, the Board can then pick and choose from his proposal and discuss a price if satisfied with the proposal.

E. Approve/review slate of candidates for Section/Roundtable Officers  
Susie Sharp was absent. We do not have a slate of candidates to approve at this meeting - nor do we have a list of Executive Board candidates to be elected. A list of candidates will be distributed by email and the Executive Board will approve it before it's distributed to the membership for the 30-day discussion period before voting begins. The Good Stuff deadline is June 27, 2014. Candidates can serve subsequent years in most positions.

F. NDLA Conference Updates

1. Bismarck Sept. 17-20, 2014

Preconference is set with Warren Graham, the Black Belt Librarian presenting. The cost is \$75. He will talk about library security issues. A. Peterson has applied for a grant through MPLA to help supplement the funding of the preconference. If a library works with a police liaison officer, that officer can attend this preconference at no cost.

Continuing education credits will be offered for school library media specialists. A track of programs will be put together for people attending from school libraries. Ryan Townsend of DPI will speak about the Common Core at one session. Vendors will demonstrate products at no charge during preconference.

Post conference is not finalized at this time.

Byron Dorgan will be the keynote speaker with Betsy Dalrymple as opening speaker (A. Peterson said he will know by mid-August if her schedule will work with speaking at our conference.). A. Peterson is working on getting Linda Austin, FlickerTale author, to speak also.

Business meetings will be in the morning with sessions starting after lunch. Most lunches will be working lunches; we will read resolutions, State librarians report, etc. The formal business meeting will be Friday after lunch. W. Martin is working on updating conference information on the website as it becomes available. A. Peterson has received 18 conference proposals at this time. S. Banister is taking care of vendors; we're not sure if we have vendors signed up yet. President Lieberman will contact S. Banister regarding vendors. Local arrangements committee will discuss table decorations and meals. Scot Wild will be the entertainment following the banquet. He does a trivia performance. The Wednesday night social will be held at the former governors' mansion.

Nothing to report on 2015 Jamestown/Valley City conference.

2. Dickinson Sept. 21-24, 2016

President Lieberman received the contract back from the conference hotel (Grand Dakota Lodge). It needs some

revisions which he will take care of. Rooms have been reserved for the Executive Board which meets Wednesday. Rooms have been reserved for Wednesday, Thursday and Friday for the conference and post conference. We have all hotel conference facilities during the conference. A guarantee from the hotel that rooms will not be sold out from under NDLA members is on the contract.

3. 2017 conference will be held in Grand Forks. W. Martin will update the conference webpage to include this information.

#### IX. Board Reports

Submission deadline for Good Stuff, June 27, 2014.

C. Kujawa is anticipating stepping down as chair of Intellectual Freedom Committee. This is a presidential appointment.

Bonnie Krenz will step down as Finance Committee Chair.

T. Norton took the Membership Committee on an interim basis, let President Lieberman know if anyone else is interested.

Next Executive Board meeting is Wednesday, Sept. 17 at conference in Bismarck. We will have a post conference Board meeting also on Sept. 19.

President Lieberman called for a motion for the meeting to be adjourned. A. Peterson made the motion, C. Scarr seconded. Meeting adjourned at 3:04 pm.

Respectfully Submitted,

Mary Lorenz  
NDLA Secretary