

Mountain Plains Library Association
Executive Board Meeting
Wednesday, December 5, 2001
Phoenix, Arizona
Draft Copy

In Attendance: Linda Rea, President; Debbie Iverson, Vice President; Mary Ann Thompson, Recording Secretary; Marilyn Hinshaw, Past President; Paul S. Hoffman, Nebraska Rep.; Linda Deacy, Nevada Rep.; Ara Anderson, Wyoming Rep.; Sha Li Zhang, Preservation; Julie Tomlianovich, Children's, Amelia Shelley, Children's, Donna Norvell, Children's; Susan Dingle, Government Docs., Eunice Broadhead, Gov. Docs., Louise Treff-Gangler, Gov. Docs.; Suzanne Taylor, Colorado Rep.; Jane Kolbe, Arizona Rep.; Basha Hartley, Oklahoma Rep.; Jean Jensen, Utah Rep.; Cheryl Hesper, Montana Rep.; Susan Moyer, Kansas Rep.; Nancy Deyoe, Technical Services; Claire Odenheim, New Mexico Rep.; Deb Hagemeyer, South Dakota Rep.; Joe McKenzie, Public Libraries; Betty Dance Academic, Lisa Dunn, Academic; Jean Hatfield, incoming Vice President; Alice Meister, Intellectual Freedom; Dan Chaney, Web-master; Lisa Mecklenberg Jackson, Newsletter editor; Elizabeth Fox, PR/Membership; Dana W. R. Boden, Bylaws; LaDean Moen, NDLA President; Ann Smith, SDLA President; Joe Edelen, Executive Secretary.

1. Call to Order:

Introductions. The meeting was called to order at 4:05 pm by President Linda Rea. With many new faces attending this meeting, Linda had everyone introduce themselves. She welcomed everyone, especially the NDLA and SDLA Presidents and the MPLA Newsletter Editor.

Accept or Amend Agenda. There were no amendments to the agenda. Paul Hoffman moved to accept the agenda. Nancy Deyoe seconded. Motion carried.

Approval of Minutes. Mary Ann Thompson put forth minutes for the August 4th meeting. Linda Deacy moved and Cheryl Hesper seconded accepting the minutes. Motion carried.

2. General Reports:

President's Report. Linda Rea reported that the Long Range Plan has progressed well and thanked everyone for their help.

Vice-President's Report. Debbie Iverson deferred to the conference report and the Long Range Plan report.

Executive Secretary/Financial Report. Joe Edelen reported that we still need to work to increase the membership. There were 108 MPLA members registered at the conference.

Newsletter Editor. Lisa Mecklenberg Jackson reported that there have been two issues of the newsletter produced since she took over as editor. She would like to work on having

more advertising and more photographs in the issues as well as highlighting various committees and sections. She is going to start an editor's column and is open to any suggestions about the newsletter.

3. Introduction of NDLA and SDLA Presidents.

Linda Rea introduced the two Presidents, LaDean Moen from North Dakota and Ann Smith from South Dakota. They gave an update on the 2002 tri-conference. Two themes have been suggested. The conference center is all arranged. The conference is October 2-5. Paul Hoffman reported that Nebraska has put together a resource that details the minutiae that is part of putting on a conference. He said that it will soon be on a CD-ROM and suggested making it available for the next conference or any others that would find it helpful.

4. Bylaws Committee Report

Action on Manual of Procedure Changes. Dana Boden reported that the web-copy of the manual seems to be the only complete one at the present time. She wondered what we were considering the official record, print or electronic? Many organizations consider it to be print. No decision was reached.

Some sections have addressed issues like the changes in officers (secretaries or not) in their by-laws. Various other changes have taken place. Now there needs to be a vote to put the changes in the manual. Linda Rea pointed out inconsistencies in the Children's section concerning write-in votes. Not all sections have addressed these issues, so it was decided to wait until the other sections have addressed them to vote.

The wording on the awards is not consistent between the minutes, reports, or web-sites. Should the minutes be considered the authoritative version? Other awards were mentioned in 1999, but cannot find where those were approved. They have never been implemented. They include an award for trustees and a 'spark-plug' award. Linda Rea said that work would need to take place there as well.

Dana asked when the Electronic Communications section was formed. Dan Chaney thought it was 5 years ago, but was not sure.

Linda agrees that the manual needs to be updated and re-written. Dana said that the sections who need to update their by-laws include the Public Libraries, State Agency, Gov. Docs., and Tech. Services. Everyone needs to send their information to Dana when they do address the issues.

Dana Boden moved to update the Manual of Procedure by having the changes to the manual, as written, be accepted and incorporated with what she has now. Debbie Iverson seconded the motion. The motion carried. Linda thanked Dana for her work.

5. Nominating Committee Report.

Randy Olsen sent a written report including who ran and won the last elections. He suggested, again, that we just go through and develop a slate, rather than find people to run against each other. It was decided that this issue needs to be investigated further.

6. Orientation for New Board Members.

Board members are expected to attend all Board Meetings.

Voting members are State Representatives, Section Chairs, Officers, the Executive Secretary, and the Newsletter Editor.

Committee Chairs are welcome, but are not required unless a report is requested.

Written reports need to be submitted and an electronic copy sent to Joe Edelen.

Debbie Iverson added that the Long Range Plan includes plans to conduct a great deal of business electronically. She suggests that the general expectation is that e-mail will be read and replied to within 48 hours during the work week.

Joe Edelen explained the travel reimbursements. The first board meeting is your responsibility. Meetings after that can be reimbursed for travel and the hotel. If you need to be reimbursed for the hotel, Joe needs to be notified in advance. Travel expenses should be on a receipt or a note with mileage on it.

Debbie suggested that new members read their manual of procedures. Also, be aware of the expectations for your section, etc. in the Long Range Plan and continue implementing them.

Basha Hartley explained the State Representative responsibilities. You should wear the MPLA hat in your state, promoting membership. Be a liaison between MPLA and the state organization. Go to the meetings, contact people for information for the state report. Include what is happening, programs, issues, legislative changes, etc. Represent MPLA at the state conferences. Be sure to give away the 10 free memberships at the conference and announce them during the conference. Remember to send the information about the winners to Joe Edelen. Post the free membership names in state newsletters. Make Board Choice award nominations. Communicate with the out-going State Rep.

Joe Edelen added that it is important to announce the free memberships early at the conferences. The MPLA booth has had some trouble traveling in the past, but Joe is trying something new in shipping.

Marilyn Hinshaw added that if you are a State Rep and someone else in your state is on the board, then introduce each other at meetings to as many people as possible.

7. Annual Evaluation of Executive Secretary.

Jane Kolbe moved and Ara Anderson seconded to go into Executive Session. The motion carried. The board went into Executive Session at 5:10 pm. The Session ended at 5:35 pm.

Basha Hartley moved to reappoint Joe Edelen as Executive Secretary. Jean Jenson seconded. The motion carried.

Jane Kolbe moved to give Joe a 5 % raise. Jean Jenson seconded. The motion carried.

8. Section and Interest Group Reports

Children's and School. Donna Norvell is the Chair elect. The Salina Public Library Children's Department won the MPLA Youth Services award. Norleen Knoll was to give a program, but was unable to attend due to her son being in a bad truck accident.

Technical Services. The section will be making sure that the by-laws are discussed.

9. Committee Reports.

Intellectual Freedom. Alice Meister reported that the first Intellectual Freedom award was given out at this year's conference. There were also 3 programs given at the conference sponsored by the committee.

Public Relations/Membership. Elizabeth Fox reported that they are ready to print the new membership brochure. A bid from an Oklahoma firm was \$1,695 for 5000 brochures with full color. Joe Edelen suggested getting another bid from South Dakota before deciding. It was decided to discuss this at the Saturday meeting.

Leadership Institute. Marilyn Hinshaw reported that they are still looking at locations and have found someone to facilitate the Institute. She will give a full report on Saturday.

10. Next Meeting.

The next meeting is Dec. 8th . The meeting was adjourned by Linda Rea at 6:05 pm.

Respectfully submitted,
Mary Ann Thompson
Recording Secretary
Jan. 2, 2002