

DRAFT  
MPLA Executive Board Meeting  
Incline Village, NV  
Wednesday, Nov. 5, 2003 1:00 - 4:00 p.m.

In Attendance: Carlene Aro, Technical Services Roundtable; Robert Banks, Public Libraries and Trustees; Jeffrey Belliston, Academic; Dan Chaney, Webmaster; Linda Deacy, Nevada; Joe Edelen, Executive Secretary; Scott Goldy, New Members Roundtable; Charlene Greenwood, New Mexico; Carol Hammond, Vice President; Wayne Hanway, Okalahoma; Jean Hatfield, President; Paul S. Hoffman, Nebraska; Debbie Iverson, Past President; Kay Lowell, Incoming Colorado; Teri Metros, Arizona; Suzanne Miller, South Dakota; Susan Moyer, Kansas; Jeanne Narum, North Dakota; Suzanne Taylor, Outgoing Colorado; Mary Ann Thompson, Preservations, Archives, and Special Collections; Louise Treff-Gangler, Government Documents Roundtable

I. Welcome and call to order

- o Introductions

Jean Hatfield called the meeting to order at 1:05pm. Introductions followed.

- o Accept or amend agenda

Hatfield said that a report from Mary Bushing, Leadership Institute Coordinator would be added under officer and paid staff reports. Peter Kraus asked to add an offer from the Utah Library Association to hold a joint conference in 2008. The Bylaws and Procedures Committee report would be removed from the agenda because the chair had experienced travel delays, but there would be a brief discussion of the changes to the bylaws to be presented to the membership.

- o Approve Minutes of July 12 meeting

Debbie Iverson moved to approve the minutes. Scott Goldy seconded the motion. Motion carried unanimously.

II. Announcements and Housekeeping Details

Hatfield announced the Membership Meeting had been changed to Friday, November 7 from 3-4pm. Yellow flyers would be posted to announce the change.

Joe Edelen said he would hand out an updated officers list at the Saturday meeting. Hatfield invited the board to meet with REFORMA officers at a gathering in her cabin that evening.

III. Officer/paid staff reports

- o President - Hatfield

No written report. Hatfield remarked that having a joint meeting with REFORMA brought in many librarians from different geographical regions and she hoped that this will set a precedent for MPLA to work with other groups servicing special populations in the future.

- Vice-President - Hammond

Written report. After the last board meeting she and Edelen had investigated other meeting locations and decided to try a new city for the January meeting. The next board meeting will be January 24 at the Doubletree Inn in Las Vegas, NV. The July 17 meeting will be back in Denver at a hotel to be determined.

Hammond reported that she had completed the committee appointments and thanked the state representatives for their help in finding members. She contacted all the participants from the 2002 Leadership Institute and several are serving as committee chairs. On November 12 MPLA will begin a one-month trial membership with Memberclicks, an online membership management service. She and Edelen and Dan Chaney had gone through training on administering the database. More information will come out in the Saturday meeting. She asked the board to assist her in testing the application.

A separate report on the Long Range Plan (LRP) will follow.

- Past-President - Iverson

At 10:42 the Board moved into Executive Session to discuss the evaluation of paid staff members.

At 11:17 the Board moved back into regular session. The Board voted to retain the Executive Secretary, Webmaster, and Newsletter Editor. The rest of Iverson's report would be given with the Finance and Management Committee report.

- Executive Secretary - Edelen

Edelen informed the board that the room rates in Las Vegas would be \$89 and he needed an indication of who would be attending the meeting as soon as possible.

Edelen presented a report on the Board Member's Choice Award recipients. 41 one-year free memberships have been awarded to date. 15 of those were never entered into the membership database and 6 were new so he no information on them yet. 8 of the remaining 20 had renewed their memberships in MPLA. Hammond raised the issue of retaining award recipients and urged the board to view the award as a strategy to increase membership. A discussion of ways to keep more Board Member's Choice Award recipients active in the association followed. Some suggested putting the recipients on the website, getting them involved in committees, asking them to volunteer for programs, or having them

meet at a reception at conference. Hammond suggested that the Membership Committee might be able to come up with some ideas for retention.

- Newsletter Editor - Jackson

Written report. Lisa Mecklenberg Jackson was unable to attend, but Hatfield reminded the board that though the deadline for articles for the next issue was November 1, they could still send in articles following conference.

- Webmaster - Chaney

Written report. Chaney reported that he was in the process of putting presentations from the conference on the website and would be updating that archive when he returned. He did ask the board to secure permission from presenters. The archive would be available for approximately 3 months. Chaney asked the board to send in their reports as soon as they could before board meetings, and asked those who had taken digital photographs to send those to him to be placed on the website.

#### IV. Action items and updates

- Leadership Inst.-Mary Bushing

Bushing wanted to give the board an update on the 2003 Institute. 30 participants were to arrive on Sunday, November 9. Of the 6 mentors, 5 will be new mentors and one was at the 2002 Institute. Peter Kraus, one of the participants from last year, would be serving as a mentor, and other board members were to be participants. Bushing passed around the draft of the agenda. She indicated that she had given the participants as much information about the process, including draft agendas and lists of roommates, ahead of time to make them feel comfortable. She also showed the board copies of the notebook participants would receive. Maureen Sullivan would do the presentation for 3 days, and the mentors would do the 4th day. Bushing also prepared certificates for both the participants and distinguished service award certificates for the mentors and Maureen Sullivan.

Marilyn Hinshaw asked the board to thank Bushing for her hard efforts as coordinator. Bushing thanked Chaney for updating the website. She told the board she would report on this year's Institute at the January board meeting. Bushing commended Hinshaw for her work chairing Leadership Institute and all her work for MPLA. Bushing also told the board that Stan Terry from EBSCO would receive an award for his company's support of the first 3 years of the Institute. She added that the board would have to explore funding for the future after the 3 years are concluded.

- 2003 Conference - Hammond/Deacy

Deacy introduced Linda Wilson, Conference Co-Chair. She reported that according to the latest registration figures there were vendors from 28 states including Puerto Rico. The Exhibit Hall space had been sold out and the President's Dinner had 156 registered; some extra tickets were still available. 211 had registered for the cruise on the Tahoe Queen and McAvoy Layne, a Mark Twain impersonator, would be on board to do commentary. Boxed lunches could be picked up for the session, and there would be food available on the ship. There were to be 3 authors at the NYRA Luncheon and 28 at the Literary Evening, including several Latino and Basque authors.

A new at-a-glance room schedule was available. Construction at the hotel had forced them to change some room locations. Deacy and Hatfield added that the Hyatt staff had been very helpful and thanked the NLA organizers for their assistance.

- o By-Laws and Procedures - Boden

Written report. Jeffrey Belliston asked if there could be an amendment to the bylaws before they went to the membership, but changes need to go to the membership 30 days in advance. The bylaws were to be voted on at membership meeting, and changes to the Manual of Procedure would go to the new board on Saturday.

- o LRP Update-Hammond

Written report. Hammond passed out a summary of the changes to the 8 existing goals in the LRP. She pointed out some of the highlights of what MPLA has accomplished: A successful Leadership Institute, the Intellectual Freedom award, a Distance Education coordinator, online conference registration, and updates to the bylaws and procedures. She did report that some of the goals and objectives would have to be revisited because there were many tasks assigned to some committees and to the state representatives.

Hammond next passed out a proposed 9th goal to add to the LRP. The goal states that "MPLA will actively seek new members, work to retain members, and increase the number of institutional members." There was a motion to accept the new goal with its objectives and activities and Iverson seconded the motion. Motion carried unanimously. The Membership Committee would look at this goal and the activities assigned to it.

Hammond added that the Scholarship Committee had indicated the association might have to do some fundraising to offer scholarships. She also added that the Leadership Institute would need more funding after the EBSCO grant runs out. The Continuing Education Committee reported to her that some of the activities in the LRP assigned to it were not feasible. Hammond also noted that the Distance

Education Coordinator had many duties as well, and some would have to be reconsidered.

Hammond recommended that one-time tasks be dropped from the LRP once accomplished, though a historical record of the plan should be maintained. After a discussion Hammond suggested moving the completed goals to an supplement in the plan, and to put a date of completion on them. Belliston noted that the Distance Education Coordinator's title was inconsistent in the LRP. He also noted that in the written report on Goal VII, Objective A, Activity 1, the board did not endorse ALA resolution at the July 2003 meeting but referred it to the Intellectual Freedom Committee. Belliston also asked if we should revisit the document after the 5 years are completed. After some discussion it was agreed that a revised LRP would have to be discussed at a later meeting.

V. Committee reports

- o Finance Committee - Iverson

Written report. Iverson reported that a new rubric for the evaluation of appointed staff had been completed. Their job descriptions had also been updated, though the possible transition to Memberclicks might affect some of the Executive Secretary's duties. The new matrix will be first used next year.

VI. Invitation to 2008 Joint Conference in Utah

Kraus reported that the Utah Library Association had voted to invite MPLA to a joint conference in Salt Lake City in 2008. A formal letter of invitation would follow. He added that there were new hotels in Salt Lake City and a new light rail system should be in place. Belliston moved that MPLA hold its 2008 conference jointly with the Utah Library Association in Salt Lake City, tentatively in the spring. Carlene Aro seconded the motion. Motion carried unanimously.

VII. Section reports

- o State Agencies, Cooperatives and System Section - Written report.
- o Public Library and Trustee Section - Written report.
- o Preservation, Archives and Special Collections Section - Written report.
- o New Members Round Table - Written report. Goldy informed the board that the chair to take over at that conference had resigned her position. Erin Kinney, the new vice chair/chair elect elected in the 2003 elections, would take over immediately as chair. Goldy proposed asking the other candidate in the last election to serve as chair elect. NMRT was sponsoring 2 programs and a business meeting. Goldy reported that a NMRT greeting letter to send to new members of the association was ready. Robert Kelley from Hutchinson Community College, KS, was Goldy's Board Member's Choice award recipient. Goldy reported that the NMRT listserv was not being well utilized, and Edelen said the Membersclick would make communicating with members and sections or roundtables easier.

- Government Documents Section - Written report. Judy Russell, the Superintendent of Documents, would be speaking at the conference.
- Children's and School Section - Written report.
- Academic Section - Written report. The Professional Forum would have 5 papers this year. 3 of the 4 proposed programs had been accepted for conference.
- Technical Services Section - Written report.

VIII. State reports

- Arizona - Written report.
- Colorado - Written report.
- Kansas - Written report.
- Montana - Written report.
- Nebraska - Written report.
- Nevada - Written report.
- New Mexico - Written report.
- North Dakota - Written report.
- Oklahoma - Written report. Hanway discussed hosting the Russian librarians at his library in McAlester, OK.
- South Dakota - Written report. The SDLA fall conference would be in Spearfish, Oct 5-7, 2004.
- Utah - Written report. A Salt Lake City bond issue for a Science Center passed, but one to renovate public library branches fell by 150 votes.
- Wyoming - Written report.

IX. Announcements

Hammond thanked Hatfield for her leadership during the past year and gave her a parting gift. Hatfield thanked the board for the experience of working with them. Iverson also thanked Hatfield for her work during the past year.

The meeting adjourned at 4:00pm.

Respectfully submitted,  
 David D. Oberhelman  
 (Outgoing) Recording Secretary