

MPLA Executive Board Meeting DRAFT Agenda

via Conference Call

March 6, 2014, 3:00 pm - 4:00 pm CST

Members Present: Wendy Wendt, Annie Epperson, ~~Jane Kinikin~~, Melissa Clark, Judy Zelenski, Abby Moore, Dan Chaney, Roy Degler, Aubrey Madler, Dan Stanton, Tiffanie Wick, Daniel Ireton, Norma Glock, Jake Rundle, John Crockett, LeAnn Weller, Paulette Nelson, Leslie H. Langley, Brenda Hemmelman, Ruby Cheesman, Stephen Boss, ~~Mary Ann Thompson~~, Nicole Sump-Crethar, Adriane Juarez, ~~Anali Maughan Perry~~, Danielle P. De Jager-Loftus, ~~Eileen Wright~~, Tom Taylor, Robin Brooks Clark

1. Welcome and call to order

- Meeting was called to order at 3:05pm CST by MPLA President Wendy Wendt.
- Roll was called.
- Approve/Amend Agenda
 - Wendt asked for amendments to the agenda.
 - The discussion item indicated for the Bylaws and Procedures Committee was removed.
 - Adding a discussion item for the Archive Subcommittee was discussed and rejected.
 - Ruby Cheesman moved to approve the agenda as amended, and Daniel Ireton seconded.
 - Motion passed.
- Approve December 15, 2013 Board Meeting Minutes
 - Jake Rundle moved to approve the minutes as posted, and Brenda Hemmelman seconded.
 - Motion passed.

2. Officers and Paid Staff Reports *(Note: Those items with a * have discussion/actions items to present. All other reports will be accepted electronically without further discussion)*

- *President – Wendy Wendt
 - Contract for the 2014 MPLA/AzLA Conference has been finalized and signed.
 - Contract for the 2015 MPLA/WLA Conference is in the works.
 - Venue for the conference will be in Little America Hotel and Resort in Cheyenne.
 - MPLA State Representative from Wyoming Stephen Boss has been named chair of the conference committee.
 - Chair of the conference program committee has not yet been chosen, but will be WLA's new Vice-President/President-Elect.
 - Opportunity to have an MPLA booth at ALA-Las Vegas.
 - The Nevada Library Association has invited MPLA to have a table or share their table at ALA Annual Conference in Las Vegas at no charge.
 - MPLA State Representative from Nevada John Crockett will work with Committee Chair Danielle de Jager-Loftus and the Membership committee to arrange it.
 - Update on Executive Board Retreat.
 - Due in part to several Executive Board members participating in or serving as mentors for the Leadership Institute, we will not be holding a meeting or Board retreat during the Institute.
 - Holding a face-to-face meeting at another time and place was discussed.
 - It was agreed that another meeting would be great, but with it being late in the year, some Board members may be out of travel funds.

- Meeting at ALA Annual Conference in Las Vegas was suggested, because several members were already planning to attend.
 - Wendt will send out a Doodle poll to determine whether and when a meeting should be held during ALA Annual.
- [*Vice President](#) – Annie Epperson
 - Report on AzLA joint conference
 - Venue, date, theme (Libraries: Best of the West) have been finalized.
 - Keynote speakers are still being finalized.
 - A communication plan for the conference has been developed that includes the MPLA website.
 - Plan will also integrate MPLA Facebook and Twitter accounts.
 - There was a question and discussion about our ability to message all members of MPLA.
 - Author awards and local author programming at the conference.
 - A question was raised about the amount and type of author programming typically included in MPLA conferences, and the consensus was that we follow the convention of the partner state (or states) for the conference.
 - There was some interest in inviting the MPLA Literary Contribution Award recipient to give a program at conference, but the deadline for awards may be too late to make that feasible.
 - Members suggested and discussed authors they knew in Arizona and the MPLA area that may be interested in participating.
 - AzLA is considering offering a free pre-conference when registering for the full conference, and it may be necessary to change the time of our Board Meeting to accommodate members' attendance.
 - URL's for the conference website and some of the planning resources are included in Dan Stanton's State Report for Arizona.
 - The Call for Proposals has been posted, and a variety of presentation opportunities are available, including half-day, 90 min, 50 min, poster sessions, and lightning/blitz rounds.
 - Sponsorship opportunities are still available, and sponsorship information is available on the conference website.
 - One Book, One Conference title has not been selected, but it should be chosen in time for everyone to read it before conference.
 - We will offer to host handouts for the conference on MPLA's website as we have in the past.
 - Meetings will be scheduled as conference sessions, and there will be set times for groups to meet.
- [Past President](#) – JaNae Kinikin – **Unable to attend**
- [Recording Secretary](#) – Melissa Clark
- [*Executive Secretary](#) – Judy Zelenski
 - Membership is down from last year, but State Representatives are working on contacting members who have not yet renewed their membership.
 - The current Income and Expense report was sent out before the meeting, but since it is still early in the year, the report is not a complete representation of our financial situation.
 - No conference income is expected this year.
 - Most of the Leadership Institute participants have paid their registration fees, but those funds will be paid out soon on Institute expenses.

- Update on the Grocery Store Fundraiser
 - Program has had a promising beginning, although the stores are not in all 12 states.
 - Approximately \$2,900 has been spent on purchasing and reloading our grocery cards, and once that amount reaches \$5,000, we will receive a 5% rebate check (\$250).
 - Loading money on a card is done in the store at the register.
 - Cards can also be used at gas stations owned by the Kroger Company.
 - The web form for purchasing cards (<http://www.mpla.us/forms/grocerycard.html>) has been working perfectly.
 - Stephen Sweeney conducted our semi-annual financial review.
 - Recommendations
 - Identify a CPA firm to perform our next audit, because the CPA we had been working with passed away.
 - A CPA with experience working with nonprofits is preferred.
 - Reverse the downward membership trend.
 - Consider encouraging the use of the conference planning firms that some state organizations have adopted.
 - Their use is becoming more common, and the ROI seems to make them worth the cost.
 - Appreciation for Zelenski's work keeping everything organized and running was expressed by Board members.
 - Norma Glock moved to approve the results and recommendations of the financial review, and Jake Rundle seconded.
 - Motion passed.
- [*Leadership Institute Coordinator](#) – Aubrey Madler
 - Madler has begun preparing binders and name badges for the Institute.
 - One invited participant is unable to attend, and the spot has been offered to another applicant.
 - Eric Norris will be replacing a mentor that will be unable to attend.
 - Corporate sponsorship total is around \$11,000, which is a bit lower than the goal of \$18,000.
 - Only a couple individual donations have been received, and State Representatives are asked to contact their state members and associations again.
 - Appreciation for the great job Madler has been doing as LI Coordinator was expressed by Board members.
- [*Newsletter Editor](#) – Abby Moore
 - Moore indicated that she will be stepping down from her post as Newsletter Editor at the end of the year due to a busy work schedule.
 - Appreciation for Moore's hard work was expressed by Board members.
- [Webmaster](#) – Dan Chaney
 - The Call for Proposals for the 2014 AzLA/MPLA Conference has been posted on MPLA's Facebook page.
- [Systems Administrator](#) – Roy Degler

3. Committee Reports. Those items with a * have discussion/actions items to present. All other reports will be accepted electronically without further discussion.

- [Awards](#) – Mary Ann Thompson

- [Bylaws and Procedures](#) – Robin Brooks Clark
- [Communications](#) – Nicole Sump-Crethar
- [Nominating Committee](#) – Eileen Wright
- [MPLA Leadership Institute Committee](#) - Adriane H. Juarez / Anali Perry
- [Professional Development](#) – Tom Taylor
 - Members were reminded that Professional Development grants are available.
- [*Membership](#) – Danielle de Jager-Loftus
 - Committee meeting will be held soon to come up with ideas to recruit and retain members and plan MPLA's table at ALA Annual.

4. State Representatives. Those items with a * have discussion/actions items to present. All reports will be accepted electronically without further discussion.

- [*Arizona](#) – Dan Stanton
 - Report on the 2014 AZLA/MPLA Joint Conference was given during the Vice President's report in conjunction with Epperson.
- [Colorado](#) –Tiffanie Wick
- [Kansas](#) – Dan Ireton
 - Ireton indicated that his term as State Representative is coming to an end, and he is working on recruiting a new State Representative.
- [Montana](#) – Norma Glock
 - The Montana Library Association's Annual Conference will be held in Billings next month (April 9 – 12), and the Pacific Northwest Library Association Conference will be held in Helena in August (13 – 15).
 - Glock indicated that her term as State Representative is coming to an end, and a new State Representative will be elected soon.
- [Nebraska](#) – Jake Rundle
- [Nevada](#) – John Crockett
 - Crockett was welcomed to the Executive Board, and he indicated that he is happy to be working with the group.
- [New Mexico](#) – LeAnn Weller
- [North Dakota](#) – Paulette Nelson
- [Oklahoma](#) – Leslie Langley
 - The Oklahoma Library Association's Annual conference will be held in a few weeks (March 31 – April 2).
- [South Dakota](#) – Brenda Hemmelman
- [Utah](#) – Ruby Cheesman
 - Cheesman asked for an update on when the decision on partnerships for the 2019 and 2020 conferences will be made.
 - Cheesman will check with the Utah Library Association about resending their official request/invitation to hold a joint conference.
- [*Wyoming](#) – Stephen C. Boss – report on 2015 WLA/MPLA joint conference
 - Boss contacted the President of WLA during the meeting to answer a question asked earlier in the meeting: the chair of the conference program committee for the 2015 MPLA/WLA Conference has not yet been chosen, but will be WLA's new Vice-President/President-Elect.

5. Final Announcements

6. Next Board Meeting: June 2014 TBD

- Wendt will send out a Doodle poll regarding a face-to-face Executive Board Meeting at the ALA Annual Conference in Las Vegas (June 26 – July 1, 2014).

7. Adjournment

- Wendt adjourned the meeting at 4:08pm CST.

Respectfully submitted by Melissa Clark, Recording Secretary