

MPLA Executive Board Meeting
Minutes of the May 9, 2007 meeting

President Hanway called the meeting to order at 1:03 pm mountain time.

Participating members were:

Wayne Hanway, Rob Banks, Sharon Osenga, David Alexander, Judy Zelenski, Dan Chaney, Beth Avery, Betty Dance, David Oberhelman, Patti Butcher, JaNae Kinikin, Michele Seikel, Shirley Condit, Annie Epperson, Susan Moyer, Eileen Wright, Julie Beno, Janet Mastalir, Valerie Nye, Sally Dockter, and Barbara Ray.

Members absent were:

Sandra Barstow, Colleen Smith, Susan Spicer, and Richard Landreth.

Minutes of the March 14, 2006 Executive Board Meeting were approved as printed.

Officers and Paid Staff Reports

President Hanway's Report

The joint conference financial report revealed that net income was less than projected due to expenses, such as the audio-visual and internet charges, being higher than anticipated.

Most of the committee appointments have been made, with roughly half a dozen in various areas remaining. In addition, most electronic moderator positions were not filled pending the report of the Electronic Communities Task Force.

Thanks were given to Annie Epperson and Louise Treff-Gangler for the internal audit that was completed. The Administrative Committee will review the audit report before the July Executive Board meeting.

A question concerning the Board Choice conference fee waiver was referred to the Awards Committee. The committee will consider the impact of the timing of the award given that the conferences are now on the spring schedule. The committee is to consider this question and others concerning the Board Choice Awards before the July Executive Board meeting, and will need to make a recommendation to the full Executive Board.

MPLA will be celebrating its 60th birthday at the 2008 conference. An ad-hoc committee was formed to plan for this event, which will be held on the Wednesday evening of the conference. Volunteers who agreed to serve on the committee were: Annie Epperson, JaNae Kinikin, Julie Beno, Rob Banks, and Betty Dance. Also, Jean Hattfield was recommended and agreed via email to serve on the committee. There is a need to include the celebration in the year-end budget so that funds will be allocated. Board members were encouraged to consider ideas for the celebration before the July Executive Board meeting. There may be a possibility of getting some support from this year's conference sponsors. The ULA state association will have their own activity that evening. It was noted that the anniversary may present a good opportunity to involve

the past-presidents. The 50th anniversary was hosted in Salt Lake City, Blaine Hall, the organizer is still in Utah. Someone might want to go through the MPLA archives at the Denver Public Library. A call for volunteer or volunteers will be put online or in the newsletter.

Vice-President Banks report

2008 Joint Conference Update

Theme: Where Paths Meet: Connecting Libraries and Communities
Logo being developed.

The hotel contract is in the process of being finalized. The Hilton Hotel will be the conference hotel, and the public library will be used as well. The MPLA anniversary party is planned for the rooftop of the public library.

A general schedule has been roughed out.

Vice-President Banks was invited to represent MPLA at a Friday June 22 ALA session on federal advocacy and media training.

Past-President – Sharon Osenga

Proposed revised budget

Leadership institute budget drafted by Mary Bushing estimated \$36,000 (increase due to Ghost Ranch remodeling and subsequent cost increase). \$5000 was already included in the budget so \$31,000 needs to be added. The anticipated EBSCO contribution and registration fees amount to \$24,000. \$7000 will need to be pulled from cash reserves to make up the difference.

The conference income will be changed from \$23,000 to \$17,250. Cash reserves will need to be \$14,500 to balance accounts.

Income after changes will be:

Job line \$500

Conference \$17,250

Interest \$4000

Leadership Institute \$24,000

Membership Dues \$31,000

Misc. \$100

Newsletter \$1,500

Cash Reserves \$14,500

Oberhelman moved to approve the changes to the budget, seconded by Kinikin. The motion carried.

Evaluations of paid staff

Evaluations were reviewed and approved by the administration committee. Almost all of the comments received were positive, however, there were a few areas of concern brought up which are being addressed.

Financial review results are now available. The administrative committee will review the results at its meeting immediately prior to the July executive board meeting.

Executive Secretary - Judy Zelenski

Financial report—The line in the budget for dollars over budget is confusing for some people, but the quick books program generates the report and the line is standard accounting practice. A minus number in the budget for dollars over budget is good, indicating that it is under budget. The percent of budget line provides a good comparison for seeing whether you are under or over budget. Judy will continue to work with Sharon to make final revisions to the budget. The Conference Committee has not requested seed money for the next annual conference. However, the Conference Committee is aware of the availability of the seed money and plans to submit a request.

Statistical report—membership statistics will be evaluated quarterly from now on. A summary of the 2006 members who have not renewed was added. Some non-renewing members can still be contacted via the information in memberclicks. The state reps have been asked to contact non-renewers and seem to be generating renewals when those contacts are made.

Free membership renewals were evaluated. The Membership Committee will be discussing free memberships. 67 of 110 of those who received free memberships in the state drawings renewed.

Board Choice Awards—status unclear, needs to be reviewed. Everyone on phone call except Dan and Judy are voting members. Good to have them in by the end of December. Officers and elected state reps. By-laws committee will revise manual to include committee chairs—voting members of the Board. Board Choice Award winners renewal rates are also good. The Leadership Institutes numbers are not as good. Mary Bushing has reported that approximately one third of past institute participants have moved out of the region or left the profession. The Membership Committee will discuss how to improve renewals in this area.

Questions of who can make Board Choice Awards following the structural reorganization was raised and of the timing of making the awards. Voting Board Members was the intention, and the policy manual needs to be reviewed by the By-laws Committee to make appropriate revisions. It was stated that it is desirable to have the Awards made by the end of December to give the awardees a full year of membership and to give them time to make arrangements to attend the annual conference.

Newsletter Editor - Judy Zelenski

The Copy and format is ready. The Communications Committee is considering the questions of how to handle unsolicited articles from vendors and whether advertising discounts should be given to members. 98 people have selected in their profiles which format to receive newsletters.

84 of those have chosen online only, so the newsletter will be easier to mail out and there will be cost savings that should help offset rising prices for mailings.

Ideas for improving MemberClicks have been generated in the process of asking members to make a choice and this information has been passed on to the Webmaster. There have been recent problems with MemberClicks losing people from its mailing lists and this issue is being worked on.

Committee Reports.

By-Laws and Procedures - Betty Dance

Manual of Procedures

Changes: At the annual membership meeting the President will give an annual report and the Recording Secretary will distribute the minutes and request additions or corrections. The section dealing with grants is being revised in the web-version to make it less confusing—personal grants have been revised so far.

Communications – David Oberhelman

Advertising rates: The rates for advertising in the newsletter for members or institutional members are being considered. Their proposals will be ready for the next meeting of the Executive Board.

Increase national and regional activity: The committee will begin considering a campaign process to achieve this objective and will discuss it with the Membership/PR committee.

Electronic Communities Task Force – David Oberhelman

The task force is looking for new ways to foster communication among the MPLA membership. The committee is considering a MPLA Communications portal page, BLOGs, Wikis and other methods of communication outside of MemberClicks. The task force will make a report and recommendations at the July Executive Board meeting. While this system is being ironed out we may need to make adjustments for submitting program proposals for the 2008 Conference. Current Electronic Community moderators may be asked if they are willing to continue serving as the Program Council. It was noted that the task force recommendations will impact the membership information forms.

Leadership Institute – Patti Butcher

The institute is currently accepting applications. Letters inviting sponsors have gone out.

State Representative Reports.

Kansas - Susan Moyer

Joint Kansas/MPLA Conference: The conference will not be at the Overland Park site because of past experiences dealing with the site. The organizing committee is tentatively looking at a site in Wichita, but is still looking at other possibilities in Kansas City. A task force in the Kansas Library Association is being formed to consider the issue.

It was requested that a second review of the planning calendar for state representatives be added to the agenda for the July Executive Board meeting, possibly as part of the By-laws Committee Report.

The Kansas Library Association is coordinating a donation fund for the Greensboro Public Library following the recent tornado. The link is available on the KLA website.

Final Announcements

Judy will send out reservation information for the July Executive Board meeting. MPLA will pay for the travel expenses for this meeting.

Next Board Meeting Date
Saturday July 21

The meeting adjourned at 2:24 mountain time.

Respectfully submitted by David Alexander