

Mountain Plains Library Association  
Executive Board Meeting  
Warwick Hotel, Denver  
Saturday, July 13, 2002

In Attendance: Debbie Iverson, President; Sharon Osenga, Recording Secretary; Linda Rea, Past President; Joe Edelen, Executive Secretary; Jean Hatfield, Vice-President; Suzanne Taylor, Colorado Representative; Susan Moyer, Kansas Representative; Cheryl Hesper, Montana Representative; Paul Hoffman, Nebraska Representative; Linda Deacy, Nevada Representative; Charlene Greenwood, New Mexico Representative; Susan Dingle, North Dakota Representative; Basha Hartley, Oklahoma Representative; Suzanne Miller, South Dakota Representative; Jean Jensen, Utah State Representative; Ara Anderson, Wyoming Representative; Lisa Dunn, Academic Section Chair; Amy Shelley, Children's and School Section Chair; Louise Treff-Gangler, Government Documents Section Chair; Sha Li Zhang, Preservation, Archives and Special Collections Section Chair; Robert Banks, Public Library & Trustees Section Chair; Dan Chaney, Webmaster; Lou Anderson, Continuing Education Committee Chair; Marilyn Hinshaw, Leadership Institute; Teri Metros, substituting for Jane Kolbe, Arizona State Representative and State Agencies, Cooperatives & Systems Section Chair.

1. **CALL TO ORDER:** President Debbie Iverson called the meeting to order at 9:07 a.m. With a few new people in attendance, introductions were made around the table.

Accept or Amend Agenda: The agenda was approved with the following additions:  
Section 3C - Audit recommendation.  
Section 3D2 - Criteria for the application process for the Leadership Institute.

Approval of Minutes: A motion was made by Ara Anderson and seconded by Amy Shelley to accept the minutes from the February 23, 2002 meeting. Motion carried.

2. **OFFICER/PAID STAFF REPORTS:**

President's Report: Debbie Iverson has reviewed the conference manual and hopes to have an updated version prepared for the incoming president.

Vice-President's Report: See action items.

Past President's Report: Linda Rea reported that an MPLA audit needs to be done every 3 years. 1997 was the last audit. It is not a budgeted item so we need to look at the budget again and see if we can do it this year.

Evaluations for the executive secretary and newsletter editor need to be filled out by August 23rd. They can be submitted either in paper form or electronically to Linda Rea. We will need to evaluate the webmaster next year. Linda Rea will prepare an evaluation form and pass it on to the bylaws committee for review. All of the executive board fills out the evaluations.

Executive Secretary's Report: Joe Edelen reported that the new financial report has the correct figures for this year. Replace the one sent first. Membership figures are down by about 80 members. Each state representative has a list of those state members who have not renewed. Please let Joe know if anyone has died, retired, moved, etc. so he can update the list. Use the labels Joe has passed out to contact those people who have not renewed. Joe will be sending out an e-mail in the next week or so to encourage members to renew. On the next financial report in the fall, the Johnson County money disappears from the budget. It will be used for the Leadership Institute. A new budget item is credit card expenses. We pay a small amount for each credit card transaction. Another new item is conference seed money.

The profit from the Arizona conference was about \$13,000 for MPLA. We had 113 people in attendance.

Joe asked the board to review the revised Job Description of the Executive Secretary. Please submit any changes to Joe by July 31st. He will combine them and send on to the by-laws committee.

A revised Officers' Directory was handed out. Jean Jensen's e-mail needs to be corrected to jjensen39@yahoo.com. Suzanne Taylor's e-mail should be: staylor@manta.colostate.edu

Board Choice Award Nominees: 1) 6 of the people did not get in the MPLA database. 2) 21 out of 50 possible were nominated. 3) only 4 of the nominees are involved in the association.

Discussion: Is it worth continuing this activity? Renewal is not high. It works only if we involved the nominees in a job. We need every member to nominate someone. We need to get the nominees involved. We need to get them in the database to receive information. Susan Dingle shared her experience. Her nominee choices were too busy to become involved in the association. Charlene Greenwood had the same experience but her nominee is excited about being a member. Suzanne Taylor said that follow-up with the nominees is important. Sha Li Zhang suggested a get together at the annual conference for the former nominees. Cheryl Hesper noted that almost all members from her state are academic. School librarian nominees cannot come to fall conference because of conflict with their state conference. Paul Hoffman asked if there is a way we could provide an incentive to the board choice nominees to the annual conference. Joe Edelen stated that a benefit for a nominee would be free registration at the next conference. Susan Moyer asked if the second year membership could be the half price membership. Could it be tracked? Linda Deacy mentioned that the staggered appointments can be confusing. Could a letter be sent when their membership expires? Should we have a deadline for the board choice nominees? A suggestion was made that the nominee choices should be submitted by the first board meeting of the calendar year.

A motion was made by Jean Hatfield and seconded by Susan Dingle that board choice nominations be sent to Joe Edelen by December 10th each year. Motion carried.

The person making the nomination needs to send nominee information to Joe Edelen. This needs to be formalized in the procedures manual.

Do we perceive any change in membership figures after conference? Probably not.

A suggested benefit we might add to the board choice award would be a continuing education scholarship in the amount of the registration fee for the conference.

A motion was made by Paul Hoffman and seconded by Susan Moyer that registration fees for the annual conference be waived for board choice nominees for the year they are nominated.

Discussion: A fear is that we need as many people as possible paying registration fees. Recognition at the banquet or a free banquet ticket or something that recognizes them at conference would be better. Could the board choice nominee receive a discount instead of paying the full registration fee? That would be difficult for the conference registrar. We have a continuing education budget line that is usually unexpended. Could it be used for conference? No. What if we give the nominees a coupon for a flat amount of money to be used toward conference registration and meals?

Joe commented that any money used for these board choice nominees would be MPLA and not conference monies. His advice is: Don't be cheap! Give "x" dollars for use towards registration or meals. We don't want MPLA to be perceived as cheap.

We could give a coupon for a certain amount of money to be used for registration or meals and see how many of the board choice nominees take advantage of the offer. The coupon should only be good for the nominee's free membership year.

The motion was finally voted on:

In favor: 13

Opposed: 6

Motion carries.

A coupon needs to be sent out by Joe right away for the Fargo conference.

The process needs to be written down.

Suzanne Miller suggested that we put it in the procedures manual even if it's not official. Marilyn Hinshaw will work on the procedures detail for the manual. It should go out in both paper and electronic formats. This could be marked as a "pilot program" in the manual.

Each board member should follow-up on the people they have nominated.

Each nominee receives a letter from President Iverson.

Jean Hatfield made a motion that board choice nominees could pay half price membership for their first paying year (their second membership year). Susan Moyer

seconded the motion. Discussion: Is it retroactive to this year's nominees? Yes, for 2002 nominees. Motion carried.

Sponsorship of Plains Bibliography: The editor of Reference and Political Studies at Choice magazine sent a 4-page proposal to MPLA. He plans to compile and publish a bibliography for those interested in Plains study. This will be on a web site. He only wants sponsorship, no money. MPLA's sponsorship will lend weight and credibility. Members can also recruit contributors and help in the approval of grants. A motion was made by Lisa Dunn and seconded by Cheryl Hesel that MPLA sponsor the bibliography with appropriate recognition to be decided later by the board. Motion carried.

Newsletter Editor's Report: The newsletter copy is on the web page. It is the conference issue. It will be at least another week before it is in the mail. South Dakota, North Dakota and MPLA members will receive the issue. On-line registration is available for the conference.

Webmaster report: Dan Chaney has board reports on the web page with links to the agenda. His report lists the things he spends time doing, including special projects. He has no major projects on the horizon except for maintaining what is currently on the web page. Through the web page, we can build an archive online for 24/7 access. We have 2 years of the newsletter online. Let Dan know if there are any dead links or problems.

### 3. ACTION ITEMS AND UPDATES:

1. Request for CIPA legal defense funds from ALA: ALA has requested a \$2000 donation for the CIPA legal fund. President Iverson reported that this is not built into the budget. Discussion: It is our interest as librarian's to support freedom of information and access. It is in concert with the kinds of things MPLA has supported in the past. CIPA is going to the Supreme Court. We are not a chapter of ALA. Some members felt that If we pay ALA something, we need to send a message to ALA regarding becoming a chapter membership or having council representation. We are in the State and Regional Library Systems category. One issue of concern is that many librarians do not agree with ALA's position. Some think filtering is okay. Not all members may agree with MPLA spending their money for this. This will probably be an ongoing battle for ALA. One of the issues for librarians is that we don't want the federal government telling us how to run our local libraries. There is money is we choose to do it from cash reserves. A motion was made by Jean Hatfield and seconded by Susan Dingle that we allocate \$1000 to the CIPA defense fund. Abstentions: one. Motion carried.
2. 2002 Conference: The conference committee tried to make sure that there were no subject overlaps. One challenge was the conference facilities. Exhibit space cut down on meeting and meal space. There is creative scheduling. Conference attendees will have either a buffet or box lunch. There will be four talk tables at lunch. Meals are included in the registration fee. There are also conference activities on Saturday morning. There is a session on Migrating Serials. South Dakota State Library will bring in Patrick Jones to speak on Young Adult Services. There are also fun things on Saturday for those staying over until

Sunday. On Saturday p.m., there is a bus trip to a casino, including a buffet dinner or a tour of Fargo. Mitch Freedman, ALA President, will be present at the awards banquet and will also be presenting a Friday session. Thursday evening entertainment will be "Sacagawea" and a Plains Art reception.

3. Nov. 4-7: 2003 Conference including REFORMA: The next REFORMA national conference will not be until 2005. A national conference is a big undertaking for them. The idea is to combine some kind of REFORMA presence with MPLA and the Nevada Library Association. Jean Hatfield brought several suggestions to the REFORMA executive board. They would like to sponsor a preconference and a major speaker at the 2003 conference. They have appointed someone to work with the conference planners. Linda Deacy reported that we have three major names suggested for speakers at the conference.
4. Leadership Institute: We had 78 applicants. Some states are underwriting some or all of the cost of their applicants. Mentors: 6 Criteria: leadership contributions; professional association offices, positions held, known to mentor other people; connections (have a network of contacts in state, region or nation.) One mentor will be an MPLA officer or past-officer; one slot to EBSCO; 3-4 variety by type of library. We prefer a heavy hitter; a very visible person. The list: Lesley Boughton, Director, Wyoming State Library; Mary Bushing, Information Resources and Collection Development Director, Montana State University; Mona Carmack, Director, Johnson County Library, Kansas City Metro Area; Randy Olsen, Deputy University Librarian, Brigham Young University; Marilyn Hinshaw, Director, Eastern Oklahoma District Library - Mentor Coordinator; EBSCO choice of a Mentor-TBA.

Applicant Selection Process Evaluation: Marilyn Hinshaw handed out a list of guidelines for the selection process. Ara Anderson shared a letter from a colleague who was worried about the 10-year limit. Ara would like us to rethink the less than 10 years in the profession requirement. It was set so that younger people might be interested. Charlene Greenwood asked that we rethink the MLS requirement. Perhaps "equivalent experience" could be added. The Institute is a carrot to encourage people to get an MLS. New Mexico does not require an MLS for school librarians and do not have a library school program in the state. Cheryl Hesser supported Ara's comments. There followed a lively discussion on the pro's and con's of the MLS requirement. Some board members felt that some good people are lost in the process just because they don't have an MLS. These comments need to be sent via the committee for evaluation of the selection process for the next Institute. Linda Deacy said that the Institute dates need to be looked at. Libraries would like to budget for this in January. The evaluation for the Leadership Institute has not been started yet.

5. Long Range Plan - 2002 Annual Update: Jean Hatfield will hold all the update comments until the October meeting. Some of the deadlines have passed. We need to re-establish some deadlines. Jean can put the old deadline and new revised deadlines on the October document. The Awards committee has a charge to revise the Literary Contribution Award. No one knows how the committee is supposed

to revise it. It was suggested that former Awards committee chairs be asked about this. The plan also called for a Distance Ed coordinator to be appointed and do many things. Jane Hatch, the person appointed, is not a member of the board or a member of MPLA-EX. Does this whole issue need to be taken to the by-laws committee or is this position duplicating the continuing education committee? This is a two year appointment. There is no job description. We need to formalize the position as part of the board and have the coordinator work with the continuing education committee. Jean will "tweak" the long-range plan regarding this.

6. Domain name changes: Dan Chaney and Joe Edelen have been talking about this item. The University of South Dakota (USD) computing center will not support MPLA if we change the domain name. It's not hard but USD is not willing to do it. USD gives us the server space. It may not be a good idea to "rock the boat". We can register other domain names and own them and use them at some point the future or we could choose not to do a thing. The board discussed creating a domain in order to have an identity separate from USD. We may lose more by creating our own domain. A motion was made by Lisa Dunn and seconded by Jean Hatfield that we don't change our domain name and revisit the issue in a year. Additional discussion: The advantage to keeping MPLA on the server is that they don't charge us anything. Would it be difficult to find someone else that would donate us server space? If it became problematic for USD, would they let us know in a reasonable amount of time before they dropped MPLA to give us time to get a new host? Yes, they would give us time. There is no indication that there are any problems with USD. Motion carried.
  7. Audit: Linda Rea made a motion that we have an audit performed of the MPLA 2001 records. 1997 was the last audit. The cost will be approximately \$1000. Ara Anderson seconded. The funds will come from reserve funds. Motion carried. Joe Edelen will receive the report and forward it to Linda Rea to bring back to the board.
4. COMMITTEE REPORTS:
1. Continuing Education Committee: Lou Anderson gave a report. A survey was mounted on the web. Many of the questions did not translate well. There is a two page executive summary. All of the information is posted on the MPLA website. There were 25 questions; 283 responses. 42% from public libraries was the highest respondent category. 45% were MPLA members. 80% had more than 5 years experience. 95% had attended at least one continuing education event in the prior year. Respondents blurred between training on their job and continuing education. Many people get their continuing education experience from conferences. Most activities are traditional: lecture and hands on. Employers wholly or partly fund 88%. 99.6% have access to the Internet. 39% have access to satellite connections. There is an untapped method of delivering continuing education activities. People are very satisfied with local and state continuing education events. MPLA is not expected to deliver continuing education outside of the conference. Respondents expect MPLA to be more of a clearinghouse for continuing education events. Topics of most interest are collection development and management. Fifty-eight individuals gave areas of expertise and are willing to

do programs. Surprises: 1) few MPLA members responded; 2) topic of collection management and 3) MPLA as a clearinghouse. The committee needs guidance from the board. Do they need to develop a plan of action? Debbie Iverson stated that the board needs a committee recommendation.

2. Electronic Communications Committee: Dan Chaney gave the report. They are grappling with electronic meetings. The problem is that people are on different levels of expertise and all have different things installed on their computers. One of the questions will be if board members will be allowed to install web cast software on their computers. The committee's proposal is to conduct a survey of the executive board members. Dan has been asked to put the survey on line. The web site charges \$50 to do the survey online. A number of surveys could be done for the \$50; as many as we want to do in a year. Could the survey be run on the USD web site? Yes. The survey could be done with this year and next year's board if we pay the \$50. We need committee members to be surveyed also. Multi part questions do not work well. The money for this is already in the budget. A report will be given at Fargo in October.
  3. Awards Committee: Written report.
  4. By-Laws Committee: No report. A report will be made in October.
  5. Intellectual Freedom Committee: Written report.
  6. Nominations Committee: No written report but a ballot has been prepared with a full slate of candidates. The committee will examine the nomination process and report back in October at Fargo. Government Documents has an opening for this year due to a job change for the incoming chair. There is no written procedure for this eventuality. There is no one to fall back on. Perhaps the current chair could appoint someone. Both candidates running for chair-elect would be willing to serve earlier. This needs to be in the procedures manual. The current chair could serve another year or the person getting the most votes could be chair; second could be chair-elect. Cheryl Hesser made a motion that Louise Treff-Gangler serve another year and that the election proceed as normal. Jean Hatfield seconded. Motion carried.
  7. Professional Development Grants: No report.
  8. Public Relations/Membership Committee: No report.
5. SECTION REPORTS:
1. Academic: Written report.
  2. Children and School: Written report. The chair thanked the program committee for having a good selection of programs at the next conference.
  3. Government Documents: Written report. There is no affiliation for one of their candidates on the ballot. That is the nominating committee's problem. Please contact Mike Mullin. They have a draft of their by-laws. The question is how to proceed to update their by-laws. Can it be done by e-mail or put it up on the web page for people to look at prior to voting on the changes? Joe could put the sheet in the next newsletter that includes the ballots. It would go just to the section members. The vote could even be done by mail. Is there any reimbursement for expenses for non-member presenters for the conference? Presenters are not reimbursed if they are from an MPLA state. This needs to be on the program proposal form and in the procedures manual. Jean Hatfield noted that Joe has

twice encouraged us to open the purse strings and not be cheap! This will be on the October agenda in Fargo. All state representatives should come informed as to what their state policies are with regard to conference presenter honorariums. Joe volunteered to put the question on the ALA chapter listserv and see what other groups are doing. Louise Treff-Gangler will continue as chair for the 2002-2003 year as Susan Dingle has resigned as chair-elect.

4. New Members Roundtable: Written report.
  5. Preservation, Archives and Special Collections: Written report. Thanks to Susan Dingle for helping Sha Li find a conference speaker.
  6. Public Library and Trustees: Written report.
  7. State Agencies, Cooperatives and Systems: Written report. Jane Kolbe sent a Library Education Plan for Western North America. She would like to get comments back from the board. Jane would like Jan Elliott to be invited to Fargo to report to MPLA.
  8. Technical Services: No report
  9. Interlibrary Loan: No report
6. STATE REPORTS:
1. Arizona: Written report. December 4-6 is the annual conference. OneBook program was very successful. The state association is looking at reorganization with more appointed people and moving away from educational groups to interest groups.
  2. Colorado: Written report. Fire and budget woes: 4.6 billion cut from budgets statewide. They are still working on by-laws under the new organization.
  3. Kansas: Written report. KLA is looking for an executive director. For the first time it will be a paid position.
  4. Montana: Written report. MLA works close with the state librarian. The state is hiring a public relations/marketing person; half of their time will be for marketing Montana libraries; half of their time for the state library. Barnes & Noble has changed their shipping charges nationally. The charge will be based on number of items, rather than weight. Joe asked Cherie to post this to the MPLA listserv.
  5. Nebraska: Written report. NLA/NEMA conference is October 23-25 in Lincoln. Correction to the item NLA/CNU research grant awarded: Change Nebraska Library Commission to College & University Section of the Nebraska Library Association. Budget cuts will probably be in the area of education. The Nebraska Library Commission could see 50% cut in aid programs.
  6. Nevada: Written report. There is no state aid to libraries. Small counties are reducing hours and staffing.
  7. North Dakota: Written report. Jeanne Narum is the new North Dakota representative. The board said farewell to Susan Dingle and thanked her for her years of service.
  8. Oklahoma: Written report. The new \$7 million capital dome has been finished. It has caused great discussion among the state residents. The library association has a state shirt every year, which Basha modeled. Cuts are coming but the legislature hasn't decided where they will come from yet.

9. South Dakota: Written report. The state will know in the next 6 weeks what the budget cuts will be. There is no state aid to libraries in South Dakota. The first South Dakota Leadership Institute will be in November.
10. Utah: Written report. Jean brought greetings in song.
11. Wyoming: Written report.
12. New Mexico: Written report. They have nine applicants for the Leadership Institute. They are still in the selection process. The winners can apply for an education grant of \$200. There have been library budget cuts but there is a \$16 million bond issue on the November ballot.
7. ANNOUNCEMENTS: North Dakota is going to come up with the \$2000 to send their people to the Leadership Institute. Dan Chaney asked for any reports that had not been submitted or any changed reports be sent to him for posting on the web page. If you are interested in dinner tonight, meet in the lobby at 6:30 p.m. Please follow-up on the assignments Joe gave out.
8. NEXT MEETINGS: The next meeting dates are October 2nd from noon to 5:00 p.m. in Fargo. Lunch will be provided. October 5th from noon-2:30 p.m. in Fargo; January 4, 2003 in Denver; and July 12, 2003 in Denver.

President Iverson adjourned the meeting at 2:25 p.m.

Respectfully submitted,  
Sharon Osenga  
Recording Secretary  
July 13, 2002