

MPLA Executive Board Meeting
February 17, 2017
3:00 p.m. Mountain Time
Online via Zoom Videoconference
 FINAL – April 7, 2017

PRESENT			
Name	MPLA Position	Name	MPLA Position
Mickey Coalwell	President	Brian Greene	Nominating Chair
Melissa Clark	Vice President/President Elect	Ryan Buller	Prof Dev Chair
Eric Stroshane	Past President /Admin Chair	Dale Savage	AZ State Rep
Kris Johnson	Recording Secretary	Stephen Sweeney	CO State Rep
Judy Zelenski	Executive Secretary	Diana Weaver	KS State Rep
Melanie Argo	Newsletter Editor	Luise Davis	NV State Rep
Aubrey Madler	Leadership Institute Coordinator	Lynette Schurdevin, substituting for Bradley Carrington	NM State Rep
Roy Degler	Systems Administrator and Webmaster	Tim Miller	OK State Rep
Ellen Fockler	Awards Chair	Brenda Hemmelman	SD State Rep
John Crockett	Communications Chair and Joint Conference Rep	Stephen Boss	WY State Rep

Action Items from This Meeting

- **Crockett** and **Clark** will present the joint conference contract for an approval vote, either via e-mail or during the April board meeting.
- **Madler** will craft a proposed registration increase for the Leadership Institute to be presented for discussion and vote at the April board meeting.
- **All members of the full board** will view the video (link below) created by Degler related to Google Apps e-mail accounts and will test their e-mail.
- **Fockler** will work with Awards Committee to rewrite the Unsung Hero Award to be an award to honor Dan Chaney and will present a proposal to the board for discussion and vote at the April meeting.
- **All members of the full board** will send their ideas on promoting our new Author member category to Fockler and Rundle, or to Coalwell for discussion at the April meeting.
- **All state reps** will solicit names to submit to Greene and the Nominations Committee for possibilities as future Recording Secretary and Vice President/President Elect.
- **Stroshane** will bring a formal proposal related to creating a past-president’s advisory board proposal to the April board meeting.

Welcome and Call to Order

- Welcome: President Coalwell called the meeting to order at 3:02 pm MST, citing how excited he is about the numerous things MPLA will be pursuing this year. He also extended thanks to Argo for agreeing to take on duties of newsletter editor and kudos for the success of her first issue. Thanks were also extended to Degler for agreeing to take on the duties of webmaster following the untimely passing of Dan Chaney, citing that Roy has already made some valuable improvements to our system.
- Roll Call: Members introduced themselves, and two cats named Maddie and Matilda were introduced by Clark.
- Announcements:
 - Hemmelman: Mike Mullin has announced his retirement effect June 30th and will be moving to Colorado.

Approve/Amend Agenda

Stroshane recommended adding discussion and approval of recommendations of the Admin Committee budget to the second Action Items.

A MOTION was made by Greene to approve agenda as amended. SECONDED by Boss. The agenda was APPROVED.

Conference Planning Update

Clark gave an update on conference planning for October. The venue contract was signed in September, the theme is chosen, and they are working on call for proposals which should come out around March 1st. A list of keynote speakers has been created: Librarian of Congress Carla Hayden, Jill Borr, poet Luis Alberto Urrea, and curator of the Rock & Roll museum in Cleveland.

Crockett asked if the conference contract could be voted on via e-mail. Coalwell answered tentatively, or, during the April board meeting.

Action Items

October 20 & 21, 2016, Executive Board meeting minutes

Fockler noted a correction to the Oct. 21 minutes. Location of the joint conference with Nevada Library Association is Stateline, Nevada, not Lake Tahoe, Nevada.

A MOTION was made by Weaver to approve as amended. SECONDED by Clark. The minutes were APPROVED.

Recommendations of Admin Sub-Committee

- Stroshane started with the Letters of Agreement for compensated staff (contract) positions:
 - Newsletter Editor: 10 applicants reviewed by Stroshane, Zelenski, Boss. Argo selected. New contract needs approval.

- Executive Secretary, Zelenski. Contract renewal.
- Systems Administrator/Webmaster, Degler. Contract renewal with modification for added web master duties.
- Leadership Institute Coordinator, Madler. Contract renewal.

A MOTION was made by Fockler to approve the contracts as presented. SECOND not required as item is from a committee. The motion to was APPROVED.

- Budget: Stroshane shared budget via screen share and asked for questions. None. Stroshane went through main points in the budget, what is predicted to increase, and what to decrease, both for income and expenditures. Madler noted for the record that charge/deposit for the Leadership Institute which will change slightly from what is indicated on the spreadsheet due to facilitator early departure. Stroshane noted this. Stroshane opened floor to questions again. None.

A MOTION was made by Savage to approve the budget as presented. SECOND not required as item is from a committee. The motion was APPROVED.

Financial Reports and Form 990 Filings

Zelenski shared overview of her reports: Income/Expense Report, Year End Final Accounting Report, Balance Sheets (comparison 2015 to 2016), and Membership Statistics, and asked for questions. Coalwell noted we're down \$10,000.00 from this time last year and asked Zelenski to confirm. Correct, noting this is mainly due to Leadership Institute last year and we see this fluctuation every two years.

Zelenski then talked about the Form 990 which is our income tax return which must be filed with the IRS every year as a non-profit organization.

A MOTION was made by Stroshane to approve the form 990 as presented. SECONDED by Hemmelman. The motion was APPROVED.

Discussion Items: Officers, Staff, and Contractors

2018 Leadership Institute – Madler

Madler opened the conversation to Q&A. Her budget indicates an increase in registration fees. \$650.00 for non-member, \$550.00 for member. She would like feedback or advice. Surveys of attendees indicate our rates are reasonable. Johnson asked when rates were last raised. Zelenski responded last year. Johnson suggested raising rates \$150 for non-members, and \$50.00 for members. Or \$200 and \$50., and that raising rates for non-member might increase membership. Coalwell noted the sentiment seemed to lean towards raising rates more for non-members than for

members. Fockler agreed with the larger differential between member and non-member rates.

Coalwell asked what action Madler would like. Response: Incorporate a new fee structure into the 2018 application. The latest we would need to make a decision would be before applications are open on June 1st, The website would need updating no later than June. 1. Coalwell suggested Madler put together a proposal with a new fee structure and present at the April board meeting. The general sentiment from the group would be to raise rates from their present level \$150.00 for non-members and \$50.00 for members.

System Administrator/Webmaster – Degler

Degler changed some accounts over from Chaney's name to his, using the webmaster@mpla.us e-mail account. He's also added Zelenski on some accounts so there is a backup. Also, an issue he's noticed related to hosting on a budget is that we run out of space quickly. We ran out of space a couple of months ago, but luckily the hosting company allowed us to upgrade to a higher plan with more space but at the same rate. One of the things, in addition to documents like board reports, that takes up a lot of space is the e-mail the people get. Chaney has signed up for Google Apps for non-profits, which includes e-mail accounts. Degler has created accounts for all the offices. If we switch over to using this we can save server space. If we also move over our documents this will help as well, and we can continue to subscribe to hosting at the \$35.00 rate. Another item was a risky calendar plug-in, so Degler upgraded it to a more secure version.

Degler encourages everyone to view the following video which explains using the web mail: <http://mpla.us/email.html>

Degler would like everyone to give the new e-mail a try. Watch the video to learn how to do it. You can also configure this to work with Outlook.

Coalwell thanked Degler for providing so many improvements to our electronic infrastructure, and encouraged all board members to start using the new e-mail.

Awards Committee – Fockler

The Awards Committee has been conversing via e-mail about renaming one of the current awards in honor of Dan Chaney. Two awards were suggested: The Distinguished Service awards and the Unsung Hero award. They are leaning toward the Unsung Hero award as the best fit, although the award might need to be rewritten slightly to fit the scope of Chaney's contributions. Fockler asked Coalwell for advice on the proper procedure for moving forward. Coalwell responded that the committee should craft a proposal for consideration at the April board meeting. Meeting attendees agreed rewriting the Unsung Hero award seems the best approach.

Coalwell thanked Fockler for her committee's work on this and also thanked her for her work last year to craft and move through the new Bylaw creating the new member category for Authors. Coalwell noted we still have work to do to publicize this member category and get the word out to authors. Coalwell charged state reps and committee chair to think about how to do this, to send thoughts to Fockler and (Rundle – Membership Committee Chair) on how we can accomplish this.

Nominating Committee – Greene

Coalwell noted his omission of thanking Brian Greene for stepping up recently to assist in leading the Nominating Committee. Greene noted that Stroshane has already sent a short list of names as possibilities for Recording Secretary. Greene noted that all state reps are members of the Nominations Committee. He asked all reps to think of members in their states that might be good options for Recording Secretary or Vice President/President Elect. Kansas and New Mexico are our conference locations after Nevada, so those may be prime states to tap for the next VP/Pres elect.

Coalwell noted that attendees of the Leadership Institute are potentially good recruits.

Discussion Items: State Representatives

Coalwell opened to floor to any state representative who had something to share.

- Boss (Wyoming) noted that after canceling their state conference last year, Wyoming is back online to have a conference in August.

Final Announcements

PAC – Stroshane

At the conference in Loveland, some MPLA past-presidents got together and talked about forming an advisory council of past presidents that could act at the behest of the current president and the admin committee or the executive board, as an effort to tap into the institutional memory and to keep the past-presidents engaged in the association. The group would possible create a benevolence fund. Stroshane will bring a formal proposal to the board at the April meeting.

ACRL Diversity Alliance Initiative – Coalwell

Coalwell introduced the ARCL Diversity Alliance initiative (<http://www.ala.org/acrl/diversityalliance>), an initiative of particular interest to academic librarians. The initiative is about 6-months old, and brings together academic libraries interested in increasing the hiring pipeline for ethnically diverse individuals into the library community, in the form of creating residency positions for librarians. Of our member states, the University of Utah is participating, as is UNLV. Coalwell would like to subsidize and offer support to academic libraries in our region by paying half of the

\$500.00 application fee for the institution. Coalwell proposes we put money aside for this and work to encourage and publicize this effort. He had added this line item to the

budget (\$3000.00) already approved previously in this meeting, so no vote taken at this time because the budget was already approved. Attendees agreed at this time in the meeting their support for the idea. Savage offered the idea of providing a one-year membership to any librarian becoming a Fellow at a library in the MPLA region participating in this initiative.

Stroshane recommended we formally vote on whether to grant the free MPLA membership to the individual selected into the residency program, as suggested by Savage. The free membership would extend the duration of their residency.

A MOTION was made by Hemmelman to approve the granting of a complementary MPLA membership to residents of the ACRL Diversity Initiative program for the duration of their residency. SECONDED by Buller. The motion was APPROVED.

Adjournment

President Coalwell called the meeting to a close at 4:10 p.m. MST.

Next Board Meeting – Friday, April 7, 2017 at 3:00 p.m. MST.

Respectfully submitted,
Kris Johnson
Recording Secretary