

**MPLA Executive Board Meeting  
September 22, 2017  
3:00 p.m. Mountain Time  
Online via Zoom Videoconference**

October 24, 2017

<b>PRESENT</b>			
<b>Name</b>	<b>MPLA Position</b>	<b>Name</b>	<b>MPLA Position</b>
Mickey Coalwell	President	Brian Greene	Nominating Committee Chair
Eric Stroshane	Past President /Admin Chair	Ryan Buller	Professional Development Chair
Kris Johnson	Recording Secretary	Dale Savage	AZ State Rep
Judy Zelenski	Executive Secretary	Rachel Rawn	MT State Rep
Aubrey Madler	Leadership Institute Coordinator	Jake Rundle*	NE State Rep & Membership Committee Chair
Ellen Fockler	Awards Chair	Paulette Nelson	ND State Rep
Leslie Langley	Guest, Newly elected President-Elect	Bradley Carrington*	NM State Rep
Mary Soucie	Leadership Institute Chair	Luise Davis	NV State Rep
John Crockett	Communications Chair, Conference Committee	Tim Miller	OK State Rep
Jake Rundle	Membership Committee Chair, NE State Rep	Brenda Hemmelman	SD State Rep
Melanie Argo	Newsletter Editor		

**Action Items Resulting from this Meeting**

- **Epperson** will share final, formatted version of strategic plan once completely finalized.
- **Coalwell** and **Fockler** will meet at conference to finalize details of awards ceremony.
- **Zelenski** will communicate with conference organizers John Crockett and Amy Dodson to get a registration list in order to determine what size room will be needed for the board meetings.
- **Zelenski** will work with **Fockler** and Amy Dodson to determine what award recipients (attending but not registered) will need luncheon tickets.
- **Stroshane** and **Brummett** will change language in the Manual of Procedure, removing the word ‘stipend’ and replacing with ‘expense reimbursement as per contract’.
- **Johnson** will send minutes from the membership meeting at the last conference to Zelenski for printouts for the membership meeting and for posting to the website.

**Welcome and Call to Order**

- Welcome: President Coalwell called the meeting to order at 3:05 pm MST and welcomed attendees, including newly elected President Elect Leslie Langley.
- Roll Call: No roll call. Attendees noted by secretary using Zoom conferencing.
- Announcements:
  - Announcements were skipped.
- Agenda Changes:

- Coalwell proposed the addition of an Action Item: Statement of Condolence for Clovis Carter Public Library, NM.
- Coalwell proposed the addition of a Discussion Item: New member reception scheduling at the conference (Zelenski and Rundle).
- Fockler proposed the addition of a Discussion Item: Conference planning site visit to Hard Rock Hotel. Coalwell noted, if approved, to append this discussion to the conference awards discussion which is already on the agenda.
- No **MOTION** or **SECOND**. Immediate vote to approve. Changes to agenda were **APPROVED**.

## Discussion Items

- **MPLA Financial Reports** (Zelenski):
  - Report submitted via e-mail but not yet added to website.
  - Have received 80% of budgeted income. Have spent 40% of our budgeted expenses.
  - MPLA is in fine shape financially, right now.
  - Membership the same as the past 2-3 year. Still need to increase membership.
  - There were no questions or comments for Zelenski related to her reports.
- **Final Format of Strategic Plan:**
  - Coalwell noted that the strategic plan has been formatted by Cyndi Landis and he shared a draft of two possible options for formatting via email prior to this meeting.
  - Epperson has reviewed and will be moving forward with formatting Option 2. Epperson will share with board and membership when finalized.
- **Awards Committee Selections** (Fockler):
  - As we discussed in the last meeting, the committee decided to award two Distinguished Service awards this year instead of one. Both nominees were very deserving of the award.
  - As noted in Fockler's report, awards will go to:
    - MPLA Dan Chaney Unsung Hero Award: Mary Ann Thompson (Kansas)
    - MPLA Innovator Award: Traci Juhala and the members of the Bismarck Veteran's Memorial 2017 Comic Con Committee (North Dakota)
    - Carl Gaumer Library Champion Award: Michael Delello (New Mexico)
    - MPLA Literary Contribution Award: David Quammen (Montana)
    - Distinguished Service Awards:
      - Mike Mullin (South Dakota)
      - Sharon Osenga (Nebraska)
    - Beginning Professional Award: No nominations this year.
  - Fockler noted she needed to meet with Coalwell at the conference to finalize details of awards ceremony, order of awards.

- **Conference Venue Site Visit (Fockler):**
  - After a recent site visit, Fockler is concerned about the size of the room selected for the board meeting. It has couches and chairs will be set-up, but the normal capacity of the room is only 14.
  - Zelenski noted that board meetings can have up to 24 individuals. She didn't know how many were registered at this time.
  - Zelenski will communicate with conference organizers John Crockett and Amy Dodson to get a registration list.
  - Fockler also noted a concern that the hotel does not allow outside food or drink, so if the board needs anything we have to purchase from the hotel, which is expensive. Zelenski noted the board is not usually provided with food or drinks so this should not be an issue.
  - Fockler relayed that the cost of the awards lunch is included in the registration fee, but for those not registered, such as award winners, the cost (\$62.50 per person) is relatively high. She doesn't know yet what unregistered recipients of awards will need tickets.
  - Zelenski will work with Fockler and Amy Dodson to determine what award recipients (attending but not registered) will need luncheon tickets.
  - Johnson asked if the membership meeting would be in the same room as the board meeting. Hemmelman noted the membership meeting is in room Revolution D. Fockler noted this room holds around 40 people. The group determined this should be sufficient.
  - Johnson noted that the board should not worry about the cost of the luncheon and MPLA should pay for the luncheon tickets for the recipients. Looking at the financial report indicates we should be able to afford this.
  
- **Conference Update (Crockett, logging in late so missed previous conversation):**
  - Crockett noted that registration is 150, with the majority being from MPLA (~75-100). Zelenski noted she would order bandanas. Crockett will download a list and send to Zelenski
  - Crockett noted he could move the board meeting to the main ballroom if necessary. That venue is available during the needed time.
  - Crockett noted that John Macleod, a late addition as a closing keynote, will also take part in the Maker Spaces preconference.

### Action Items

- **Statement of Condolence for Clovis Carter Public Library, NM (Coalwell):**
  - The statement was sent in advance via e-mail, and reads:
    - *The Mountain Plains Library Association Board and Association members extend our deepest sympathies to those involved in the shooting incident that took place at the Clovis-Carver Public Library on August 28. To the families of those killed in the shooting, and to those who were injured, we offer our condolences. MPLA members throughout the 12-state*

*association stand with our colleagues in the New Mexico library community during this painful time.*

- A **MOTION** was made by Stroshane to approve sending this statement from MPLA to the New Mexico Library Association. **SECONDED** by Soucie. Motion **APPROVED** unanimously.
- **Approval of August 4 Executive Board Meeting Minutes:**
  - No corrections, changes, or additions to draft two of the minutes sent via e-mail.
  - A **MOTION** was made by Argo to approve the minutes as presented **SECONDED** by Greene. Minutes **APPROVED**.
- **Adoption of Wording Change to Manual of Procedure (MoP) Concerning Conference Reimbursement** (Stroshane on behalf of Brummett):
  - Brummett, chair of the Bylaws Committee, has proposed changes to the MoP to address travel reimbursements for paid staff. Revised language was sent via e-mail. These revisions were recommended due to changes in the way the association now operates, including fewer in-person meetings between conferences, in favor of online or phone meetings. MPLA documentation is a step-behind actual practices.
  - Stroshane noted that one of the newer paid staff persons, in working out the contract, noticed payments were to be made for attending meetings outside of the annual conference, but those meetings are now all conducted online, and have been for several years. The new language gets rid of all mention of meetings outside Conference. Also, much of the same language was included in the MoP as in the actual contracts, so the duplications were eliminated entirely, in favor of that language living in one location only, the contract. Section 2 & 3 of the MoP are the most affected.
  - Soucie clarified that some travel expenses will still be paid, but within the scope of the contract, not the MoP. Stroshane confirmed.
  - Coalwell asked about using the language 'stipend', wondering if MPLA is taking a 'stipend approach', or a 'reimbursement approach'? Stroshane noted it varies contact to contact. Each contract is negotiated separately, and all are different. Coalwell would like to ensure the word stipend is not used in any of the contracts or other documentation. For example, Section 3 uses the word stipend. The group agreed that in this, and other locations, stipend will be replaced with 'expense reimbursement as per contract.'
  - A **MOTION** was made by Rundle to approve the changes to the MoP sent via e-mail and to be amended to replace 'stipend' with 'expense reimbursement as per contract'. **SECONDED** by Hemmelman. Motion **APPROVED**.

## Committees

- **Membership Committee** (Rundle):
  - Rundle reported on the scheduling of the New Member Reception at conference. This event could end up being scheduled on the first night

(Tuesday), which would conflict with the Hot Tub Roundtable and the an NLA event. If this were to be held the second night (Wednesday), Rundle wondered whether many attendees would have left by this time.

- Zelenski thought the schedule allowed for a space between the events on Tuesday evening. Crockett reminded the group that a hot tub is not available, only a heated pool. The other space available might be the front patio with fire pits. Crockett suggested combining events into a New Member Fire Pit reception. Or, Crockett suggested doing this Monday evening instead of Tuesday evening.
- Rundle indicated he would be fine combining events. This was not finalized, but general consensus leaned towards a Tuesday evening fire pit event.

### Announcements

- **Coalwell:** Recommended canceling the currently scheduled Zoom meetings (Oct. 6 & 13) prior to the conference, as the board has taken care of all business for the term. No objections.
- **Johnson:** Asked Crockett about carpooling at the conference. Crockett noted this was not yet organized. Johnson suggested perhaps using a Google doc and Crockett noted he would try this. Soucie noted concern with privacy of a Google doc, and protecting individual's phone numbers. Soucie also noted this seems like a lot of work. Crockett noted he thinks this is logistically doable.
- **Johnson:** Asked when to send out minutes of the membership meeting from the last conference. Zelenski noted she would print these out for the meeting, and Roy could add the minutes to the website. Johnson noted she would send these minutes to Zelenski.

### Adjournment

President Coalwell called the meeting to a close at 3:45 p.m. MST.

Next Board Meetings and Other Conference Events (all at conference, Hard Rock Hotel, Stateline, NV):

- Monday, October 16, 2017, 1 - 5 p.m. PDT, MPLA Current (outgoing) Executive Board
- Tuesday, October 17, 2017, 8:30-9:30 a.m. PDT, MPLA Membership Meeting
- Wednesday, October 18, 2017, 7:30-8:30 a.m. PDT, MPLA Incoming Executive Board

Respectfully submitted,  
Kris Johnson  
Recording Secretary