

Mountain Plains Library Association
Executive Board Meeting
Warwick Hotel, Denver
Saturday, February 23, 2002

In Attendance: Debbie Iverson, President; Jean Hatfield, Vice-President/President-Elect; Sharon Osenga, Recording Secretary; Linda Rea, Past President; Joe Edelen, Executive Secretary; Lisa Mecklenberg Jackson, Newsletter Editor; Susan Moyer, Kansas Rep.; Suzanne Miller, South Dakota Rep.; Basha Hartley, Oklahoma Rep.; Charlene Greenwood, New Mexico Rep.; Susan Dingle, North Dakota Rep.; Suzanne Taylor, Colorado Rep.; Linda Deacy, Nevada Rep.; Ara Anderson, Wyoming Rep.; Paul S. Hoffman, Nebraska Rep.; Sha Li Zhang, Preservation, Archives & Special Collections; Ronald Keys, New Members Roundtable; Robert Banks, Public Library/Trustees; Amelia J. Shelley, Children's & School; Lisa Dunn, Academic; Louise Treff-Gangler, Government Documents; Marilyn Hinshaw, Leadership Institute Committee, and Linda O'Connell, Leadership Institute Coordinator.

I. CALL TO ORDER: The meeting was called to order by President Debbie Iverson at 9:15 a.m. With a number of new board members in attendance, introductions were made around the table.

Accept or Amend Agenda: The agenda was accepted as presented.

Approval of Minutes: A motion was made by Lisa Dunn and seconded by Paul Hoffman to accept the minutes, with name corrections, from the December 5, 2001 Board Meeting. Motion carried. A motion was made by Lisa Dunn and seconded by Linda Deacy to accept the minutes from the December 8, 2001 Board Meeting. Motion carried.

II. OFFICER/PAID STAFF REPORTS:

President's Report: Debbie Iverson has completed committee appointments, with the exception of the Intellectual Freedom Committee.

The MPLA/AZLA conference financial reports have not been received. Details should be forthcoming soon. It was a profitable conference.

Domain name selection: Webmaster Dan Chaney recommends a .org domain name and less than 21 characters. First choice among the board: MPLALibraries.org. 2nd choice: MPLALibraries.net. Joe Edelen mentioned that the University of South Dakota might not be able to host the MPLA web page if there is a domain name change. Joe will check on this and let us know immediately. Is MPLA going to consider buying both names for the future? Yes. Joe suggested that Dan look again at names that were previously reserved. Many of the reservations have recently expired. MPLA.org would be nice. A

motion was made by Jean Hatfield and seconded by Amelia Shelley to purchase two domain names at \$35/each/year for a ten-year period. Motion carried.

Debbie Iverson reviewed the submission of board reports electronically. Some people had a problem with cut-offs of the right hand side of the page due to the side bar on the MPLA web page. Debbie will ask Dan Chaney to eliminate the side bar on MPLA web site printouts (create a printer-friendly option). Board members were reminded to put section and report numbers on handouts, including those submitted electronically. At the next board meeting, 15 paper copies should be brought to the meeting. Everyone is encouraged to print off from e-mail or the web site. The deadline to submit electronically is 3 days prior to the meeting.

Vice-President's Report: Jean Hatfield passed around a handout of long range planning assignments for state representatives. Jean will keep in touch with state representatives about their progress.

Past President's Report: The budget report from Linda Rea was deferred to later in the meeting.

Executive Secretary's Report: Joe Edelen handed out the new list of officers. One typographical error to correct: On Colorado State Representative Suzanne Taylor's e-mail address, add an "e" to Colorado state:
staylor@manta.colostate.edu

2001 Financial report: MPLA took in about \$2000 more than we spent. No MPLA/AZLA profit is shown yet. The up front money of \$3500 to Arizona for the conference is shown. \$1250 conference seed money has been sent to Nevada. \$1000 conference seed money has been sent to North Dakota.

Current fiscal report for January: A new membership brochure has been printed and was handed around. Joe will have the brochures ready to send out with the MPLA exhibit booth for spring state meetings. We still need to get promotion done at library schools. Joe will provide packets (membership brochure and last issue of newsletter) to those who ask for them.

The board discussed privacy issues regarding posting the MPLA membership directory on the web. Some people don't want the information out there. The directory could be posted with some effort. The directory information resides on the mainframe in Pierre. The printed directory goes out of date rather quickly. It would be nice to have an electronic directory available. Linda Deacy brought up the issue of web spiders taking web addresses and allowing these names to be added to spam lists. The board expressed mixed responses. Discussion focused on the security issues. A motion was made by Suzanne Taylor and seconded by Paul Hoffman to not put our directory on the web at this time but to

leave our options for the future open, dependent upon technology. This will mean a change in the long-range plan (to be made by Jean Hatfield). Motion carried.

Nominating committee: A printout of section memberships was given to section chairs so they can begin to select potential candidates.

Joe did not have the statistics on Board Choice Membership renewals. He will check on this and forward the information to Debbie Iverson within two weeks.

Joe will check that the Executive Secretary job description is an accurate reflection of what he does and let the board know at the July meeting.

Joe demonstrated what each state will receive and how to set up the MPLA conference booth. Joe will send a return label with the booth. It needs to be sent via UPS. The question was raised whether each state could have a booth so it did not have to be mailed. Along with the expense of doing this, a problem might be keeping track of who in the state would have the booth. Joe is sending the booth farther in advance of state conferences. There was a question about getting the booth on time when there are close state meeting dates. Joe said that it would not be a problem this spring.

Newsletter Editor's Report: Lisa Mecklenberg-Jackson reported that the last edition is done and is posted on the web page but not in the mail yet. Oklahoma is the featured state. March 10th is the deadline for the next issue. The featured state will be Kansas, along with an article from Marilyn Hinshaw on the Leadership Institute, a professional forum call for papers, a section chair questionnaire and an editor's column.

Lisa asked if the copy regarding the board choice award winners should be put in the newsletter as they are received? The board said yes, don't wait. Pictures of award winners would be great.

Dan Chaney will put the last two years of the newsletter issues on the web page.

Lisa reviewed the revised job description for the newsletter editor. She added: #2: electronic copy of newsletter shall be sent to the web master and #4: coordinate ideas with MPLA web master. Delete #7 regarding the annual report from the job description. The updated description was referred to Bylaws and Procedures Committee for review. Action will be taken on it in July.

The newsletter advertising policy has been sent out to potential vendors. The pricing is in line with other associations. We have 3 new vendors advertising.

III. ACTION ITEMS AND UPDATES:

The Leadership Institute was moved to the first item, as Linda O'Connell had to catch an early plane connection.

Leadership Institute: Committee chair Marilyn Hinshaw presented a progress report. The suggested name is MPLALeaderShape@GhostRanch. The committee will check on this title to see if it is copyrighted. The board commented that the suggested graphic looked too much like a tombstone. A suggestion was made to add mountains to the background of the logo. Paul Hoffman drew a sample with the suggested change and passed it around the table. The committee will use this as an example.

The time line for the Institute is:

3/15: Prepare information and promotional material

4/1: Mail information out to states

6/15: Applications due

State selections completed

7/30 Deadline for state selections

8/15: Notification of participants selected

9/15: Registration fee due

Mailings

Transportation arranged

Reading list completed

Housing matches made

11/10-11/14 - Institute

How we will select participants?

There are 24 participant slots.

MPLA creates the application form and does promotion.

All applications will be sent to MPLA.

Applications will be forward to the state selection teams. Each state team will be composed of the MPLA state representative and the state association president (or a designate). The team will choose 2 participants and one alternate.

There are 6 at-large slots.

1 slot will be given to Institute vendor sponsor EBSCO. MPLA will provide a list of qualifications to EBSCO.

5 participants will be selected from alternates not initially chosen by the state.

Total: 30 slots

The question was raised of whether you need to be an MPLA member to attend?

No. The institute is partly a tool to bring people into MPLA.

MPLA will alter the registration fee. The member fee will be \$250; Non-member will be \$300.

Maureen Sullivan is ready to sign a contract as the presenter. There is the possibility of her husband flying in and helping. No fee will be paid to him although MPLA will pick up the cost of his airfare.

Institute Lodging will be at Ghost Ranch, New Mexico

Linda O'Connell is ready to sign a contract as the Institute Coordinator.

The mentors' airfare will be paid.

The Mentors: The committee collected nominations. Mentors will be chosen on the following criteria:

Leadership contributions

MPLA history/participation

Type of library background

Current MPLA officer

There will be a mentor from vendor sponsor EBSCO.

The Institute content is being worked on.

The criteria for selection of participants is:

MLS or equivalent (another master's degree closely affiliated with library work)

Less than 10 years post MLS experience

Must work with the 12 MPLA member states

Record of experience demonstrating leadership potential

3 references

How applicants see this affecting their library career

Current member of state association. The board discussed this point. Many academic librarians do not belong to their state associations. General consensus is that a person needs to be a member of their state association for the prior year (2001).

An evaluation form will be put together and brought to the committee for approval.

Webmaster: The board feels the need to make this a salaried position. Past-president Linda Rea received information from ALA list serve members on what states are paying for their web masters. \$1200 is the average amount. This amount is included in the proposed budget. The recommended job description from the ECC Committee was referred to the Bylaws and Procedures Committee.

2002 Conference: A timeline was presented on the conference handout. Program proposals can be submitted online. The preliminary conference mailing will be in May. The information needs to be sent to newsletter editor Lisa by early June. The newsletter will be mailed to MPLA, NDLA, and SDLA mailing lists. The conference will be publicized in sections and member states. The hotel web page is located at: www.ramadafargo.com. It was suggested that the non-member registration fee be raised. Late registration fee should be 20% higher than early-bird registration fees.

Joe Edelen suggested that a continental breakfast be served in the exhibit area each morning. This would require the exhibitors to open at 8:00 instead of 9:00 a.m. The exhibits should close at 2:00 p.m. on Friday instead of 4:00 p.m. The MPLA board meeting will be from 2:00-6:00 p.m. on October 2nd.

There should be a maximum of four preconferences. Several suggestions were made for possible preconference topics.

There was a discussion on whether speakers get paid for their presentations. A decision was made to defer to the policy of the host states, which need to make a decision on this point as soon as possible.

Long-Range Plan: There is no long-range plan update at this point.

Budget: Is the Leadership Institute money going to go through the MPLA budget or will they be handled separately? It will go through the budget.

Joe Edelen made the following changes:

Leadership Institute income \$18,500 (\$10,000 EBSCO + \$8500 registration fees). Leadership Institute Expenditure: \$28,600. The difference of \$10,100 comes from cash reserve (the Johnson County money and money from the MPLA CD). A motion was made by Jean Hatfield and seconded by Ara Anderson to approve the budget as revised. Motion carried.

IV. COMMITTEE REPORTS:

ECC: Written report. The committee has been investigating a virtual meeting of the board. The committee intends doing a smaller scale meeting in July to try a virtual meeting. This will most likely be an ECC Committee meeting. The committee will report to the board on the virtual meeting at the Fargo board meeting in October. If you are interested in virtual meetings, please pursue the websites ECC recommends for background and additional information.

V. SECTION REPORTS:

Academic: Written report. The section has an idea for a poster session at the conference.

Children's and School: Written report. They have a program idea about paraprofessionals in library leadership positions. The program will cover how they have risen in associations without professional degree. The section is struggling with nominations.

Government Documents: Written report.

New Members Roundtable: Lisa Dunn and Ron Keys have talked about working together on mentoring. Ron and his vice-chair have talked about getting together with library schools and ALA about MPLA.

Preservation, Archives & Special Collections: Written report. They are planning on contacting people about a tour of some kind of archive or museum during the Fargo conference.

Public Library & Trustees: Written report.

State Agencies, Coops and Systems: No report.

Technical Services: Written report.

ILL Interest Group: There has been no activity by this group for some time. Do we need to do something? According to the bylaws, if a group has no activity for a certain period of time, they are dropped off of the list. This group qualifies and will be dropped.

A new genealogy group may be brewing although no official request has been received yet.

VI. STATE REPORTS:

1. Arizona: Written report. A Knowledge River brochure and fundraising card for Knowledge River and copies of the program and application for Native American archives program were provided by Jane Kolbe.
2. Colorado: Written report. The report has the new CLA logo. The merger is more complex than expected. See the CLA website for more information. A concern is that there won't be programming for all groups. School people have a hard time getting release time for attending programs. If you think there's nothing there for you, suggest a program!
3. Kansas: Written report. There is a move in the legislature to raise state funding for public libraries. The proposal would remove public library funding from the general fund and replace it with a surcharge in Kansas's turnpike tolls.
4. Montana: Written report.
5. Nebraska: Written report. Nebraska is facing a worse than expected budget shortfall. Lincoln opened 2 new branch libraries with state of the art technology. School children helped design the libraries with mosaics, etc.
6. Nevada: Written report. Linda Deacy passed around an additional page. Tom Fay and Jean Hatfield have been approached by Reforma to be involved in regional conferences. Volunteers do everything in Reforma. The next national conference is 2005. Reforma is looking at what can be done between now and 2005. It was suggested that they do something in Nevada such as a preconference or teleconference about serving

- Hispanic populations. The problem is that only ten simultaneous breakout sessions can be held at the Hyatt Regency. There are only 300 rooms blocked out. CalNeva has additional meeting and room space. Another facility would mean transportation issues. Involving Reforma has the potential to enrich our content. Would Reforma share their exhibitor's list? Perhaps the Reforma program could be a Saturday session? Nevada conference organizers want a commitment from Reforma no later than July. Four concerns are on the handout from Linda Deacy. Linda will give Jean Hatfield some options for Reforma regarding the conference.
7. North Dakota: Written report. The conference was already discussed. Susan Dingle will try to get travel information out to MPLA.
 8. Oklahoma: Written report. Fifteen percent funding cuts are possible. A new literacy program has been started.
 9. South Dakota: Written report.
 10. Utah: Written report.
 11. Wyoming: Written report.
 12. New Mexico: Written report. They don't know funding cuts yet. New Mexico has done a statewide study to show that there is a correlation between well-staffed, well-stocked libraries and better test scores. The final report is not done yet.

VII. Announcements:

- If you don't have your binder, please let Joe know and he will track it down.
- If you would like Mexican food for Saturday evening dinner, meet in the lobby at 6:30 p.m.
- Joe would like the total numbers of packets needed for spring state conferences so MPLA can provide the leadership information flyers for them. Please let Joe know within the next 10 days.
- There was a short discussion on changing the date of the January meeting to December to coincide with Denver's electric light parade. The decision was that the board meeting will be on January 4, 2003.

VIII. Next meetings:

The next three meeting dates are: July 13th in Denver, October 2nd (from 2:00-6:00 p.m.) and October 5th in Fargo and January 4th in Denver.

President Iverson adjourned the meeting at 2:08 p.m.

Respectfully submitted,
Sharon Osenga
Recording Secretary
February 25, 2002

