

DRAFT

Mountain Plains Library Association

Executive Board Meeting

Saturday, October 24, 2004, 9 AM - 11 AM

Lupine Room, Marriott Denver Tech Center, Denver, Colorado

In attendance: Ara Anderson (Government Documents Section Chair), Beth Avery (President), Dail Barbour (Local Arrangements Chair, WLA/MPLA Conference 2005), Venice Beske (Outgoing Chair, Government Documents Section), Dan Chaney (Webmaster), Sally Dockter (North Dakota State Representative), Joe Edelen (Executive Secretary), Carol Hammond (Past President), Wayne Hanway (Oklahoma State Representative), Pam Henley (Public Library & Trustees Section Chair), Louis Howley (Recording Secretary), Bridgett Johnson (Montana State Representative), Michael Kim (Technical Services Section Vice-Chair), Erin Kinney (New Members Round Table Sect. Outgoing Chair/Wyoming Lib. Assn. Vice President), Peter Kraus (Utah State Representative), Dustin Larmore (Technical Services Section Chair), Dorothy M. Liegl (State Libraries, Cooperatives and Systems Section Chair), Julie Linneman (Children & Schools Section Chair), Nina Little (Nebraska State Representative), Jim Minges (Outgoing State Agency, Cooperatives, and Systems Section Chair), Valerie Nye (New Mexico State Representative), Sharon Osenga (Vice-President/Outgoing Chair, Professional Development Grants Committee), Jill Rourke (Outgoing Wyoming State Representative)

I. Call to order

The meeting was called to order at 9:02 a.m.

II. Introductions

President Beth Avery asked everyone in attendance to mention their role in Mountain Plains Library Association (MPLA), their "real" job, and their favorite part of conference. Introductions commenced around the table as each person shared their information.

Beth indicated that the people sitting around the table were truly the leaders of MPLA. Beth may have the title of President, but she is not the person who is going to make MPLA work successfully. The members of the Board will make MPLA work successfully.

Beth stated that she will be the person behind each of us who will be prodding us as needed. She expects Board members to tell her the truth and to be prepared. Board members may find that Beth may not agree with them or may even turn a decision or discussion in a different direction than expected.

III. Approval of agenda

The agenda was approved without changes.

IV. Report from Conference Committee-Beth Avery

Beth stated that she had nothing to tell us since statistics were not kept daily at this Conference. About fifteen percent, or 173, attendees, out of about 1200 were MPLA members. Beth assumes that we made money.

Joe Edelen said that he expected that in the final analysis, there will be a somewhat higher count of MPLA members. He had reviewed the list of Conference attendees last Monday. Some MPLA members had just registered as Colorado Association of Libraries (CAL) members. Some MPLA members registered as non-members as well.

V. Report on Joint Conference with Wyoming in 2005-Erin Kinney

Next year's Joint Conference will be in Jackson Hole, Wyoming from October 12 to 15. Erin is going to get the counterparts of MPLA and the Wyoming Library Association (WLA) to meet and coordinate. Erin wants the committees to work together to make a great Conference. Meetings can be face to face or by conference call. There will be an onsite meeting at Jackson Hole prior to the Conference.

There will be an online program submission form.

The theme will include something with the word "Innovations" in it.

Possible side trips include Yellowstone and the Mammoth Falls Library and Archives.

VI. Orientation for New Board Members; Review for Continuing Board Members

- o Meetings

Beth Avery told attendees that there will be two Board meetings during the year.

The first meeting will be Saturday, March 5, in Denver. It will be held at the Marriott Courtyard on the 16th Street Mall. The mall tram runs up and down the Mall.

The second meeting will be in late July. The date has not been confirmed with the hotel. Possibly it will be Saturday, July 23, 2005. The location will be the same, the Marriott Courtyard in Denver.

Joe Edelen mentioned that he got a waiver on the tax on hotel registration using MPLA's tax-exempt certificate. He offered to make copies of this instrument for those who might like to use it. It was good only for removing for removing the state tax on the bill, not the City tax.

Joe mentioned the reimbursement policy for the second meeting. The form is online. The first Board meeting is on your dime. The second one your travel and two nights in a hotel are paid. There is a catered lunch on Saturday. It is helpful to have copies of such items as plane stubs, etc. for accounting purposes.

Beth pointed out that dress is casual for Board meetings.

The night before the Board meeting on Saturday the Board members go out for dinner.

At each Board meeting, you are expected to submit a written report. This is due the Monday before the meeting. Dan Chaney will put this up on the website.

As a Board member, you are expected to have printed out copies of the Board reports for yourself to use at the Board meeting.

If you cannot submit your report in time for Dan to put up on the website, you are expected to bring 25 copies to the Board meeting.

In any case, please bring 5 printed copies of your report as a courtesy to those who may be attending on short notice.

Dan Chaney reminded everyone to be sure that their report is properly linked on the website. Sometimes there is trouble with email and so a report may not go through to him.

Carol Hammond gave a reminder that Committee Chairs are expected to produce reports as well.

Joe Edelen reported that everyone on this year's Board will be entered onto the MPLA-EX mailing list. You can post messages to [mpla-ex@usd.edu](mailto:mpla-ex@usd.edu) The list goes to about 100 people. The new list will be complete by this weekend.

Dan noted that if you send your report for the Board meeting to MPLA-EX, you do not need to send it to him separately since he reads this mailing list.

Beth noted that since there have been problems with email servers in the past, it is best to resend something if there has no action or response within 48 hours.

Most committees work by email and this seems to be working well.

- o Newsletter

Another aspect of MPLA is the Newsletter. Lisa Mecklenberg Jackson, the editor, is not here today. The newsletter comes out every other month. Two weeks before the Newsletter comes out, Lisa sends out a request for submissions.

Beth mentioned that it may be time to start recycling the state reports series again.

Sharon Osenga suggested having an issue devoted to the Professional Development Grants. This would focus on the people who received grants and how these grants were used.

Beth mentioned that the Academic Section would like a professional forum. What happens to the papers that are produced for Conference? Perhaps a supplement to the Newsletter could be published.

Peter Kraus said that if there is a separate issue for the papers, then the Chair of the Academic Section could serve as Editor of this supplement.

Beth noted that these papers are on the website. But apparently some institutions have issues with papers being published on the web versus being published in print format. If this academic papers supplement were published, should it go to only the Academic Section members?

Nina Little suggested that summaries be published to save printing costs.

Jill Rourke suggested using a publish-on-demand system. Beth said that this could be done in .pdf format. Peter Kraus offered to talk to the technical services people at his institution about housing these documents in digital format.

Wayne Hanway said that if articles about the different states were published in the future, they should do something fresh about the state.

The idea of topical issues came up. These could give a fresh perspective to the Newsletter.

One possible topic would be about bond issues. A case study of successful or failed bond issues is one example.

There also could be a Ghost Ranch issue.

Jill Rourke suggested adding a "Where do you go from here?" to these topics. What are other options? What things do you need to move forward?

Beth asked: if there are issues on topical subjects, who is going to write the articles?

Sharon stated that the professional development grants issue is not a problem. It is already in print-ready condition through recipient evaluations. These are fascinating accounts. Twenty grants were given out.

Wayne Hanway suggested having an article discussing the proposed restructuring in which people were invited to speak out. Carol will work with Donna on the restructuring topic.

Bridgett Johnson will work on the bond issue topic. But she cannot do the whole issue herself. Sharon noted that there are lots of communities that have faced this issue that could contribute.

Joe Edelen pointed out that when there is a state issue, that issue is mailed to all the members of the state. Perhaps we could alternate between state and topical issues.

Sharon suggested that state representatives could canvass their constituents about bond issues they have done. Wayne suggested contacting the state agencies for this information.

It was pointed out that the Conference issue was topical as the whole issue is about the Conference.

- o Duties of state representatives

Beth reminded everyone that MPLA has a booth at every state library association conference. She told state representatives to contact Joe with enough lead time to get this booth sent to their state. Joe has requests through May at this point.

Dan reminded everyone that a calendar is on MemberClicks. It is available in calendar layout and as a list.

Carol pointed out that MPLA relies on the state representatives to contact members in their states. For example, with regard to non-renewing members, have they moved? Get in touch with them. Help us with the membership in your state. You should get a list once a year.

Beth noted that membership had been falling.

Jill asked if Beth wanted an analysis of why members are not renewing. Beth said that she did want this type of analysis.

- o Board Choice members

Beth congratulated the MPLA Board Choice Award recipients.

Every Board member can make a Board Choice Award for the upcoming year. Committee Chairs do not get to nominate someone.

Carol noted that you select someone from your state who you feel is outstanding. That person receives a free membership and a free registration at Conference. That person also receives a half-price membership for the subsequent year.

A paragraph about this will go out on the list.

Send information about your Board Choice Award winner to Joe.

- o Faces of MPLA

A digital camera will be brought to the next Board meeting. There is a feature on the MPLA website entitled "The faces of MPLA" with pictures of Board members.

## VII. Other New Business

### A. General

- Transition year

The year 2006 will be a transition year for MPLA. There is no joint Conference that year. Beth asked: what should we do during that year?

One suggestion that arose out of talking to Pat Wagner was the possibility of doing Institutes with the state annual meetings. Or these Institutes could be done regionally. Beth shared information which she received from the Library Administration and Management Association (LAMA) division of the American Library Association (ALA).

Sharon Osenga said that Nebraska already does these Institutes.

The cost for a LAMA Institute is \$4500. It was noted that Pat Wagner is willing to do this for a lot less money. Pat Wagner is a library consultant and is affiliated with Pattern Research (<http://www.pattern.com/>).

Beth will begin a bulletin board entry on this topic. Dan can conduct a poll.

Wayne Hanway suggested that we try to find something in 2006 that appeals to our largest sections, viz. academic and public libraries. He also suggested packaging something that could be done in more than one region.

Joe Edelen said that Mary Bushing was excellent. Perhaps there can be a one day or half day Institute at Conference.

The Leadership Institute might have some ideas for this time.

Jim Minges suggested forming an alliance with some group in each state to lend cachet to any MPLA program.

Peter Kraus recommended Maureen Sullivan. She has a track record with MPLA. Her name is widely known across academic and public libraries. Beth noted that her services are becoming more expensive.

Michael Kim suggested cosponsoring a state workshop.

Teleconferencing and videoconferencing should be explored as possibilities.

- Next meeting's agenda

Carol will give issues for the next agenda for March's meeting to Dan. If you need anything to be added to the agenda, let Dan know.

#### VIII. Action Items from: Officers, Staff, Committees, Sections/Roundtables, State Representatives

- MemberClicks

Wayne Hanway suggested that Dan do a table talk at the Oklahoma Library Association Conference on MemberClicks.

All attendees were encouraged to sign up for their MemberClicks accounts. Instructions are on the website.

- Technical Services meeting

Dustin Larmore stated that the Technical Services section had 8 persons in attendance at yesterday's meeting. He expressed a concern that this meeting was held at the same time as other Section meetings.

- Budget concerns

Michael Kim asked a question about getting budget monies for a specific workshop. Carol Hammond stated that budget requests are made to the Management and Finance Committee which brings these requests to the March meeting. She also reminded attendees that the Conference budget is separate from the MPLA budget.

Dustin noted that each Section and Committee received \$500 in the budget. Carol explained that this was for expenses such as mailings. This money is not normally used for programs. The Newsletter and electronic mailing lists are another way to disseminate information without incurring expenses.

Carol said that she would send out budget instructions.

- Recognition of Carol Hammond

Beth said that Carol Hammond was a "real gem" and thanked Carol for her help and service to MPLA. Beth said that she is looking forward to working with

Carol. All the Board members present gave Carol a well-deserved round of applause.

Carol thanked everyone for their recognition and noted that, of all such recognition, the nicest is that which comes from your colleagues.

- o Conference programs needed for Archives

Joe Edelen asked for copies of the joint Conference program for the Archives.

- o Briefcase and Manual of Procedure

Carol stated that everyone should have received an MPLA briefcase from their predecessor.

The Manual of Procedure was modified at the last meeting and so Carol will send out copies of the corrected manual.

IX. Announcements

Joe Edelen informed attendees that Sharon brought Krispy Kreme doughnuts and that there were 18 such pastries left for consumption.

X. Adjournment

The meeting adjourned at 10:15 a.m.

Respectfully submitted,

Louis Howley  
Recording Secretary  
MPLA