

New Mexico Library Association

Executive Board Meeting

First Session

Feb. 5, 1971

Present:

Calla Ann Crepin
Peggy Tozer
Alma Daniels
Pearce Grove
Mildred Barrett
Elizabeth Cooper

Christine Buder
Helen Melton
Mary Grilly
Marilyn Pendleton
George Morey
Crowell Dean

Dorothy Trester
Doris Cox
Gar Ellison
Doris Lester
Denis Roark
Ed Sayre

The meeting was called to order at 1:00 p.m. in the Music Room, Student Union Building, ENMU, Roswell Campus.

Miss Calla Ann Crepin, President, introduced the members of the Executive Board.

Copies of the minutes of the September 25-26, 1970 Executive Board meeting in Albuquerque had previously been distributed to all Board members and they were approved as corrected.

Alma Daniels' Treasurer's Report was accepted as presented. She reported that before Marjorie Wilson turned over the books to her, they were audited by Mr. John B. Burwinkle of Albuquerque. Mr. Burwinkle attached the following comments to his auditor's report: (1) Compliments to the treasurer on her "excellent job," and (2) Noted failing in the system for its "lack of control over receipts." Mr. Burwinkle recommended: (1) Pre-numbered receipts which the treasurer issues for each cash entry received, and (2) "The accounting system should be changed to a budget comparison method whereby all receipts and disbursements are entered and accumulated to accounts corresponding to the budget previously approved. Better management of funds and improved planning should result." Mr. Burwinkle also made a verbal recommendation that a professional bookkeeping service might be in order. Mrs. Daniels has worked out a bookkeeping system compatible with the recommendation and adopted pre-numbered cash receipts, but she pointed out that going back and recording transactions already recorded would be a prohibitively time-consuming activity. Discussion followed. Doris Cox moved that the Association fiscal year end two weeks after the yearly NMLA Conference, and that the new bookkeeping system be initiated at that time in keeping with Mr. Burwinkle's written recommendations. Books should be audited within that two-week period and ready for the new treasurer at the end of the two weeks. The motion was seconded by Elizabeth Cooper and was passed unanimously.

Pre-Conference Workshop Committee. No Report

Conference Arrangements Committee. Dennis Roark, Chairman, presented his report and lead a discussion of arrangements and finalization of plans. Added to the general plans already distributed are: (1) Special Libraries Division will have dinner together Thursday, April 15, (2) Mary Grilly will hostess an informal get-together at 4:30 p.m. on Friday, April 16, at the Roswell Inn honoring Mr. Alex Allain. Peggy Tozer reviewed program plans for the Conference and Franklin Jones was suggested as a speaker for the afternoon session on April 15. Miss Tozer will inquire about availability.

Public Library Division. Elizabeth Cooper, Chairman, reported on her committee's plans for the Conference. She requested permission to ask Gerald Born (ALA headquarters) as a speaker for their Division meeting on Friday, April 16. It was decided funds were available and the Board gave approval for her to proceed accordingly.

School Libraries, Children and Young Adult Division. Doris Cox presented the report. Mrs. Mary Ann Hanna, School Library Consultant for the Michigan State Library will speak at their Division meeting on Friday, April 16. Mrs. Cox requested that her budget of \$30 be increased to \$275. The Board so approved. Mrs. Cox told of appointments to advisory committees for Media Specialist of the State Department of Education and the State Library. There will be representatives from this division as well as the Library Section of NEA-NM and from New Mexico Audio-Visual Association on the committees. These committees were instigated by the Instructional Media Council of six members. There will also be representatives from the Library Section of NEA-NM and from New Mexico Audio-Visual Association on the committees. Brochures will be mailed for AASL by the State Department of Education to all school librarians. There are only 44 members of the American Association of School Librarians from New Mexico. Mrs. Marcia Shannon, Chairman-elect for this Division has resigned and will be moving to Canada. Mrs. Virginia Ewing, Santa Fe Public Library, will act as program chairman for the Conference.

Trustees Division. Mary Grilly, Chairman, presented the report for her division. Officers include: Chairman, Mrs. Edward R. Grilly, 1467 42nd St., Los Alamos 87544; Vice-Chairman, Mrs. Frank Riordan, 801 Richmond Dr. SE, Albuquerque 87106; Secretary, Mrs. Phillip Dean, 124 Bandelier Dr., Los Alamos 87544. An important "first" for the Trustees Division was the decision of NMLA Executive Board to allow partial expense support for three trustees to attend the trustee workshop of SWLA in Fort Worth the first week in November. Mrs. Grilly's committee sent out a newsletter to their membership and are starting a drive for more members for the Trustee Division. This committee is also assuming responsibility for administering the \$1,000 set aside by the Board to assist librarians from all types of libraries and trustees to attend the 1971 ALA Annual Conference in Dallas, June 19-26. Mrs. Grilly announced that John Bennett Shaw has agreed to speak at the Conference Division meeting in Roswell on Friday morning, April 16, and at the trustee luncheon which will follow.

College, University, and Special Libraries Division. Marilyn Pendleton presented the report. The Division is concerned about whether college and university librarians should be a separate group from that of special libraries. No decision was reached. The speaker for the Conference is unable to attend and a panel discussion is being planned.

Calla Ann Crepin led a discussion of the Awards Program in particular and the ALA Convention in general. A two-page letter is being prepared which will announce the Awards Program. Details of the letter were discussed. Calla Ann will get a firm commitment from TIA as to the ten-person fare before publicity is released. Mrs. Mary Riordan of Albuquerque will assist with plans. Pearce Grove moved that the Board implement the Awards Program and that the TIA special-rate fare for groups of ten, as presented by Miss Crepin be approved. Doris Cox seconded the motion and it was unanimously approved.

Documents Committee. Gar Elison reported for this committee and recommended that the committee be dissolved since there is no need for it at the present time--or else that its goals be changed. "It will require legislation to create regional repositories and this should be part of the long-range State plan," said Mr. Elison. After discussion it was decided that Mr. Elison will continue to keep contact with the people at the State Archives since it is felt that this will be very

valuable in the future, but that he simply keep his committee posted on any developments and not feel obligated to hold committee meetings at the present time. Miss Crepin asked him to write down a plan of future activity for the committee and present it to the Board. With regard to future activity for the committee: (1) an up-dating of documents lists was suggested, since those available are outdated, (2) formulation of legislation to create regional repositories might be considered, and (3) functions or displays to publicize documents, especially at the Spring Conference, might be planned.

Legislation and Intellectual Freedom Committee. Doris Lester, Chairman, reported. Her committee met with Governor King's administrative assistant, Tony Anaya, and found him very much aware of library needs; it was not possible to see the Governor. It was suggested that the Association could offer to suggest names of candidates if requested to do so. Doris relayed her committee's recommendation that it would be appropriate for NMLA to express its interest to the Governor in any forthcoming appointments to the State Library Commission. The Board authorized the President to write a letter and to request an appointment. Points that should be brought out include suggesting appointments that would be representative of the state's ethnic and economic groups and of the various regions of the state.

Calla Ann led a discussion concerning the Statewide Development Plan. The N.M. Library Development Council's Coordinating Committee will meet February 26. A mailing of publicity is being planned for mid-March. A party for legislators at the State Library had been considered, but time did not permit careful planning, so it was suggested that this would be a profitable activity for another year.

Historical Materials Committee. No report.

Scholarship and Recruitment Committee. Marilyn Pendleton, Chairman, reported. Announcements for the scholarship were mailed this week. The committee asked for and received approval of a budget increase to \$30.

Constitution and By-Laws Committee. Helen Melton, Chairman, handed out Procedural Handbooks to the officers. It was decided that two amendments to the By-Laws previously passed by the Board should be published in New Mexico Libraries. Mrs. Melton suggested Board consider raising institution dues. A motion was made by Mrs. Melton that the dues structure section be removed from the Constitution and By-Laws and that the Executive Board be given the responsibility for recommending dues changes. Such recommended changes would then be voted upon by the membership during a business meeting of the Association. Elizabeth Cooper seconded the motion and it was passed unanimously.

Editorial Committee. Ed Sayre requested deferment of this report until Saturday and the Board agreed.

Committee to Extend Library Service. No report.

Nominating Committee. Helen Melton presented this report, and it was accepted as presented. The slate will be presented at the Annual Conference:

For Vice-President and President-Elect: Mildred Neal Senior High School
Librarian, Carlsbad.

For Secretary: Mrs. Woodrow (Delores) Lanier, formerly of the Sandia Corporation Technical Library, Albuquerque.

For Treasurer, to serve for two years: Mrs. Cecil W. (Alma) Daniels, Sierra Mid-School Librarian, Roswell.

The "History of NMLA" project was discussed by Pearce Grove, Peggy Tozer and Calla Ann Crepin. The project will be pursued by Mary Jo Walker and Laura McGuire. They went to the College of the Southwest at Hobbs late in January and went over the research which had been begun by Mrs. Galle before her untimely death. Calla Ann will write to them for their advice on future action on this project.

Education, Project and Task Force Committee. Ed Sayre presented copies of the report of this committee to members of the Board to be read before Saturday's meeting and the report will be brought up at that time.

Calla Ann Crepin made a special note of reminding all chairmen of committees to please send in all reports at least two weeks prior to any Board meeting. The next Board meeting precedes the Conference so two copies of all reports should be in the hands of the Secretary by March 1. Reports will not be read but published and only reports requesting action will be brought up at the Conference business meetings. Another copy of these reports should also be sent to the Editor of the New Mexico Libraries by March 1.

Membership Committee. Calla Ann suggested the re-constitution of a Membership Committee. Mailing lists are being compiled by her and by Peggy Tozer. A discussion of turning these lists over to a professional organization followed. At a meeting of the Instructional Media Council, it was decided that NMAVA would contribute to expense of mailing to their members of Conference information and George Morey offered to coordinate this offer. A motion was made by Alma Daniels that the Membership Committee go ahead with automated mailing service and that "Service Enterprises" in Albuquerque be used for mailing labels and mailing services as outlined by Calla Ann (\$.15 for original entries and \$.01 apiece for future reproductions, approximate cost \$210.) with other appropriate cost for envelopes, stamping, stuffing, etc., as needed for approximately 1500 to 2000 entries. The motion was seconded by Peggy Tozer and it was passed unanimously.

Calla Ann suggested a brochure on NMLA for inclusion in the membership mailing at mid-March. It would include a list of the advantages of membership and facts concerning the association, including a list of committees. The brochure will have a tear-off membership application. Cost was estimated at about \$40 for 750 copies. Discussion followed. The Board decided to complete plans and have a proof ready for the printer so that it can be given to Peggy Tozer before the end of tomorrow's Board meeting.

General Publicity and National Library Week Committee. Ed Sayre reported for Brooke E. Sheldon, Chairman. The committee has concerned itself with three major projects; "If I Ran the Library," "Photography Contest," and "Information Kits to Local Libraries." George Morey will handle publicity for the Annual Conference.

Discussion followed concerning two areas which need reconsideration and defining: (1) Institution and associate member dues, and (2) Categories - school librarian, student, etc. A suggestion was made concerning implementing of plans for a reorganization of dues in keeping with SWLA recommendations. The membership brochure will be published only in a quantity to

serve this one mailing so that decisions concerning these two areas can be contained in a future copy. Miss Crepin asked Helen Melton to review the entire problem and prepare a presentation for the Board meeting preceding the April Conference.

Peggy Tozer invited those interested to meet with her and Miss Crepin to consider short and long range goals for NMLA at the Roswell Inn at 8:00 p.m. in the lobby.

The meeting was adjourned at 5:00 p.m. to re-convene at 9:00 a.m. Saturday morning, February 6, 1971.