

NEW MEXICO LIBRARY ASSOCIATION
 Executive Board Meeting
 Plaza Hotel, Las Vegas, New Mexico
 March 20, 1993

The meeting was called to order at 8:38 a.m. by President Alison Almquist. Alison complimented the Board on doing a great job at Conference. Drew Harrington commented that Alison had done a great job. All present introduced themselves.

Members Present:

Bambi Adams	Drew Harrington	Marilyn Reeves
Alison Almquist	Valerie Horton	Clara Rey
Ruben Aragon	Jerry Klopfer	Joe Sabatini
Richard Bell	Kay Krehbiel	Ellanie Sampson
Barbara Billey	Betty Long	Jeanette Smith
John Brewster	George Marr	Barbara Spivey
Laurie Chaney	Gary Mayhood	Roger Steeb
Kathy Costa	David Null	George Wang
Donnelyn Curtis	Adriana Ortega	Carmen Ward
Mary Grathwol	Sylvia Ortiz	Cheryl Wilson

ANNOUNCEMENTS:

George Marr thanked the Board for their support for the New Mexico Library Foundation. The Foundation will be working in several different areas for next year's campaign, and will find out what works best. The Foundation's first birthday party was attended by over 70 people. The Foundation made \$640 at the Las Vegas Casino Night before expenses, and are waiting for final totals. George received a round of applause.

Alison Almquist requested that each Board member give the Secretary six copies of his/her report before the beginning of each meeting. If Board action is required, 35 copies of the report must be distributed.

OFFICER, NEWSLETTER EDITOR, AND STATE LIBRARIAN REPORTS:

Secretary: Jeanette Smith distributed minutes of the March 17 Executive Board meeting. While the Board was reviewing the minutes she requested that each Board member give her six copies of his/her report before the beginning of each meeting so that the reports can be distributed to the officers. She also announced that she was a Notary Public and would provide service to the Board, and that NMLA stationery was available at the meeting. Jeanette entertained corrections, additions, and modifications to the minutes of the March 17 Board meeting. There were none. Jeanette moved and Barbara Billey seconded the motion that the minutes be accepted as written. The motion carried. Jeanette received a round of applause for having the March 17 minutes ready by the March 20 meeting. At Alison's request, Cheryl Wilson and Joe Sabatini clarified that only elected Board members, with the exception of the Chair of the Documents Round Table, could make and second motions and vote.

Treasurer: David Null reported that since Wednesday he had paid almost \$12,000 in bills, and

had brought in more than \$5800 in income. He expects between \$1200 and \$1400 more in income from on-site registrations. Preliminary reports show that \$3199 was raised by the Silent Auction for the Marion Dorroh Scholarship fund. Some items have not been picked up, so final figures should be higher. This is almost 2-1/2 times what was made at the Silent Auction last year. The Casino Night brought in \$570. 60 plus about \$300 more to come, about a total of \$870 before bills. He estimated a Conference profit of about \$4,000-5,000. David announced that he had distributed to each Board member a copy of their unit's budget from last year, a blank budget form for next year, and a blank form for requests for reimbursement. The deadline for turning in budget requests to David is April 30. Conference and mini-conference program budget requests are not included on this budget form, although other separate workshops are included. Please attach receipts to reimbursement forms. Bulk mailings (over 250 pieces) are charged to the Public Relations Committee. John Brewster suggested checking with the Lindseys about the possibility of putting bar codes on envelopes to reduce costs.

First Vice President: Barbara Billey reported that she has selected the theme "Vision for New Mexico/Planning for the Future" for the 1994 Conference. Robert Martinez of Albuquerque Public Library and Cherrill Whitlow of Rio Grande High School have agreed to co-chair the Local Arrangements Committee. Another individual may be helping them. Barbara has identified one of the main speakers for Conference, but does not want to name him at this time. The theme will be submitted for Board approval at the next meeting.

Second Vice President: Ellanie Sampson reported that the mini-conference is scheduled for Friday, October 8, 1993, at the Civic Center in Truth or Consequences. The working theme is "Libraries in the 90's" - a catchy subtitle will be announced shortly. Programs can be accommodated in several rooms in the Civic Center, and can include use of overhead projectors or videos. Unfortunately, there are no computer accommodations. Mini-conference budget and program requests should be submitted to Ellanie by April 15. Her home phone is 894-6575, work phone 894-3027, fax 894-2068, and City Hall fax 894-7767. cat-lover Ellanie was welcomed to the Board with a rendition of the "Meow Mix" song.

ALA Councilor: No report. Alison Almquist announced that Ben Wakashige's term concludes at the end of the June ALA Conference, and Susie Sonflieth's term begins at ALA Midwinter.

Newsletter Editor: Donnie Curtis reported that the next Newsletter deadline is March 26. In addition to Conference reports and Association news she is interested in printing reports of successful library programs, innovative services, and other good ideas. She plans for the Fall issue to be a special issue on all kinds of networks. The calendar in the Blue Books gives all the Newsletter deadlines. Donnie would like to put a report from the May planning retreat in the Summer Newsletter. She is working with the Public Relations Committee and the Lindseys on the design of the Newsletter. She requested that the photos taken by Arnold Trujillo at Conference go to her first. She anticipates that the next Newsletter will be out at the end of April. There was a discussion of whether the Newsletter and mini-conference deadlines were too rushed. It was decided that the Newsletter deadline would remain the same, but Donnie would be flexible and consider last minute submissions. Alison suggested and Ellanie agreed that the mini-conference deadline would be pushed back to April 22. In response to a question from Mary Grathwol, Donnie stated that she would try to coordinate photos and articles in the Newsletter. Alison complimented Donnie on doing a great job on her first Newsletter issue, and Donnie received a round of applause. Donnie stated that in addition to reports and minutes, she wants the Newsletter to contain interesting material that people will read.

State Librarian: No report.

DIVISION REPORTS

College, University, and Special Libraries: Carmen Ward reported that about 85 people attended the CUS meeting and program at Conference. The work program was approved, and Larry Compton was elected Vice-Chair.

Public Libraries: Bambi Adams reported that the Public Libraries Division and the Library Instruction Round Table presented a program entitled "Global Literacy: Not Just for Public Libraries," featuring Phil Yeh. About 100 people attended. The work program was approved, and Lucie Olson was elected Vice-Chair. Bambi thanked Clara Rey for her work.

Services for Youth and School Libraries: Jerry Klopfer reported that the SYSL programs were well-attended. The doors to the breakfast meeting were not open at 7:00 a.m. as planned, so the business meeting was not finished, and was continued at another time. The work program was approved with an addition, to support and encourage educational programs on the local level, a change from Land of Enchantment to Land of Enchantment Award, and a change to support the Battle of the Books in conjunction with the Public Libraries Division. SYSL has established some committees; in addition to the standards committee, they have established PR, nominations, program planning, and division planning committees. Jerry stated that the division would like to do more for young adult and children's librarians from public libraries, not just school librarians. Dinah Jentgen was elected Vice-Chair. A delegate to AASL to replace Alison Almquist was not selected. Alison has some names of potential delegates, and stressed that it is important for New Mexico's two delegates to represent the state in the AASL resolution process. Jerry has the names of six people who are willing to be the division's Vice-Chair next year. Jerry will provide the wording for additions and changes to the work program to the Library Development Committee. Jerry estimated that 75-90 people attended the SYSL breakfast; the Thursday afternoon program was standing room only, and the Friday afternoon program was full. Bambi added the change that SYSL will support the Battle of the Books in conjunction with the Public Libraries Division to the Public Libraries goals.

ROUND TABLE REPORTS

Documents: Kay Krehbiel reported that about 30-32 people attended Charles Seavey's program on maps. Karen George was elected Vice-Chair, and the work program was approved. Volunteers for a program committee are being sought.

Educational Technology: Richard Bell reported that the Thursday multimedia workshop was attended by about 6 persons; 20 people attended the Friday repeat presentation. Equipment did not arrive for the Wendy Brooks interactive media program, so the program was reduced to a sharing of handouts with about 10 people. The work program was approved, and Jennifer Marquardt was elected Vice-Chair. Library Instruction: Ellanie Sampson read Betsy McGuckin's report. The Library Instruction Round Table members enjoyed an excellent presentation on Global Literacy by Phil Yeh at the luncheon program Thursday, March 18, that was cosponsored with the Public Libraries Division. The round table members met briefly at 5:30 on Thursday, March 19. The members voted to accept the proposed 1993-1994 work program as published in the pre-Conference Newsletter. Kris Wycisk, Reference Librarian at Albuquerque TVI, Montoya campus, was elected by acclamation as the 1993-1994 Chair of the round table. There were no

nominations for Vice-Chair; Betsy McGuckin will continue to work with Kris to find someone to serve in that position.

Local and Regional History: Cheryl Wilson reported that 32 persons attended the program presented by Harry Myers on Fort Union National Monument. Vice-Chair/Chair-Elect Mary Elms chose not to serve as Chair, and the membership at the round table's business meeting agreed that Cheryl will continue in that capacity. Peter Ives from the UNM Parish Library was elected Vice-Chair. The work program was approved.

LUISA: Adriana Ortega reported that there were about 45-50 people at the Conference program. The work program was approved, and Adriana Ortega was elected Vice-Chair. Native American Libraries: Barbara Billey read Lee Platero's report. The guest speaker for the program was Jay De Groat, a Navajo consultant in areas of cross-cultural communication. He spoke specifically on Navajo thought processes, relationship of myths, and Native American learning styles. The program reception and comments were positive and warm. 47 people attended. The 1993-1994 work program was approved. Marcelino (Mars) Chalan was elected Vice-Chair. In the business meeting the membership reaffirmed the round table's mission and purpose which is to serve as a coordinating link between NMLA and Native American interests in the state, and to work to link educators and families, and continue to share information and resources. The round table retains voting status in NMLA.

Online: Roger Steeb reported that he was elected Chair to fill out Ruth Krug's term, and Harold Bogart was elected Vice-Chair. The work program was approved, and the proposed bylaws amendment that expanded the scope of interest of the round table was passed. 55 people attended the program presented by David Hughes on networking.

Technical Services: Barbara Spivey reported that the round table met for the first time on Friday as a round table and presented its first program at the Annual Conference. Laura Kimberly from AMIGOS spoke on U.S. MARC Format integration. The program, attended by 35 people, was well received. The round table bylaws were approved, and Mary Grathwol was elected Vice-Chair. The work program was approved with one change, to send a letter of petition to affiliate with ALCTS, instead of to explore affiliation. A survey will be made of the round table membership to see if there is a need for Collection Management to be included as a focus. The survey will be included in the Hitchhiker. The survey will also ask new and potential members what they want to do. Barbara gave her work address at the Albuquerque Academy, 6400 Wyoming.

Trustees & Friends: No report. Drew Harrington stated that Les Lesperance had told her that Carol King was elected Chair; there is no Vice-Chair yet. It was not known whether they approved their work program. 45-50 people attended the Fund Raising 101 program. Joe Sabatini noted that this round table is having trouble getting their primary audience of trustees and friends to their meetings.

COMMITTEE REPORTS

Archivist: No report.

Awards: Mary Grathwol clarified whether she should pass on her Blue Book to Linda Avery. She asked who would write press releases about the Land of Enchantment Award and the Marion

Dorroh Scholarship. Alison Almquist noted that a press release for the Land of Enchantment Award was released last spring. Jeanette Smith, who presented the Marion Dorroh Scholarship, will work with the Education Committee to prepare a release for that award. Mary will write an article for the Newsletter on the other awards. Donnie Curtis noted that the Public Relations Committee can help with press releases. Mary noted that good people received the awards and that it was a pleasure to serve on the committee.

Bylaws & Procedures: Cheryl Wilson announced that she was placing new pages in the Blue Books: a calendar, a new table of contents, the mission statement for the Association, Vice-Chair responsibilities, the proposed work program, a new printing and mailing work form which reflects John Brewster's address, and the mini-conference budget form. Cheryl asked for corrections to directory entries. A new directory will be issued next week. Cheryl will mail mini-Blue Books to the Vice-Chairs. Please pass on work files in the Blue Books if appropriate. Cheryl stated that she was trying to keep the Blue Book from being overwhelming, but stressed that the Board should "cherish the Blue Book," as Joe Sabatini says. Go through your section and calendar; if it is out of date, Cheryl will make changes to reflect your current activity. Direct questions to the Bylaws & Procedures Committee. Cheryl requested that when Board members receive updated pages for the Blue Book, please take the old ones out. Pages are filed numerically according to the code at the top of each page. New Technical Services Round Table and new NMLA Bylaws will be distributed. Joe Sabatini noted that working unit records are kept in the work file section. More formal documents, such as the NMLA minutes, are issued with a numerical code in the upper right corner. Everything to stay in the Blue Book for a long time,' such as the Secretary's report, the Treasurer's report, and the Library Development Committee plans, is supposed to have a number. As a courtesy, please punch three holes in your report before it is distributed. According to page 105 in the Blue Book, keep your minutes for the current year and two previous years. Also look at p. 115 for an essay on how to cope with NMLA paperwork. Alison Almquist noted that the FAX number listed for her in the directory is actually Drew Harrington's FAX number that Drew is letting her use.

Local Arrangements: Alison Almquist complimented Ruben Aragon, George Wang and the Local Arrangements Committee on doing a good job. Ruben Aragon noted that NMLA and the local Las Vegas librarians were very cooperative. 418 people registered for Conference (387 pre-registrations and 31 at the door). 257 were members and 161 were nonmembers. 36 people went on the Wednesday tour. over \$3,000 has come in from the Silent Auction, with some items not yet picked up. Bettina Romero will contact these people. 154 people attended Casino Night. Over \$500 was collected, and they are still doing paperwork. All adult T-shirts were sold. Some kids' shirts are still available at cost (\$6.00). About 179 people attended the Awards Banquet. Final attendance figures are not in yet. Ruben thanked the Las Vegas librarians for their assistance, and expressed his appreciation that the Conference came to Las Vegas. The Local Arrangements Committee received a round of applause. Cheryl Wilson asked that the minutes reflect the fact that while in Las Vegas, NMLA did not incur costs for facilities as would have been the case in other places. Even though the Conference profit was not high, the fact that NMLA did not have to pay for facilities in Las Vegas made a significant difference. Joe Sabatini suggested that recognition be given to the wide community participation and hospitality. Cheryl suggested that a letter be written to the editor of the Las Vegas Optic. George Wang noted that local businesses were happy to have NMLA in Las Vegas. This is the second time that NMLA has come to Las Vegas.

Conference Site: Sylvia Ortiz reported that after a lengthy conversation with Kimberly, head of

sales at the Hyatt, three important points came out: 1. Sleeping rooms are the mainstay and money producers of the hotel. Conference rooms are there for the convenience of the sleepers. Kimberly would need a room contract for 250 out of the 400 plus attendees. Sylvia could not promise her that many sleeping rooms. 2. The Albuquerque fire marshal specifies the size of the exhibit booths, 8'x10'x2'. That comes to 160 square feet. If we expect to have 80-85 exhibitors, it comes to between 12,800 and 13,600 square feet. Kimberly has 11,500 square feet in the Grand Pavilion for 71 exhibitors. 3. Kimberly has a banquet scheduled for Thursday, April 28, which would occupy sections 4-6 of the Grand Pavilion. The bottom line is that the Hyatt would not be making any money from our Conference. If we wanted to rent conference rooms without contracting for sleeping rooms it would cost approximately \$5,000 a day. Sylvia's recommendation was to go with the Convention Center, to have Robert and Cherrill of the Local Arrangements Committee contact Carol Chavez as soon as possible, to release the rooms currently contracted for that we won't need, and to negotiate the best price for the space that we actually require, to designate the Doubletree as the conference hotel, to put up our guests there, and to leave the Hyatt out of the picture for 1994. During discussion of this recommendation, a number of points were made: Could NMLA afford to hold the Conference at the Convention Center? The membership expects to return to Albuquerque regardless of the cost and the profit. We owe it to the exhibitors. We are a growing organization, and no longer fit comfortably in smaller hotels. How can we make the exhibitors happier? We should encourage people to visit the exhibits. We should schedule specific no-conflict times to visit the exhibits. Try a 1-1/2 day exhibit period rather than 2 days. Try door prizes or drawings for prizes in the exhibit area. Vendors account for 45-50% of our income; without them the Conference registration fee would be double. Make certain through publicity in the Newsletter and the Hitchhiker that the membership knows what vendors contribute. NMLA exhibit fees are average or low compared to other states; they would be willing to pay more if no conflict time were set aside for them. An Executive Director would be one contact point for the vendors. Have more technology exhibits. When vendors visit your library, send their names to person in charge of exhibits. Exhibitor fees may have to be raised if we have the Conference in Albuquerque. Some state associations have held exhibitor free conferences for a change. Exhibitors can sponsor programs, but not have a booth. Open exhibits to local librarians and teachers. Inform vendors of Conference attendance by type of library. Have exhibit attendance badges as does ALA. David Null moved and Carmen Ward seconded the motion that the 1994 Conference be held at the Convention Center with the Doubletree as the Conference hotel. The motion carried.

Education: Gary Mayhood reported that the committee did not meet at Conference. A work program has been prepared and submitted.

Legislation & Intellectual Freedom: Ruben Aragon reported that 50-55 people attended the Roger Morris program. Senator Pete Campos cancelled. Ruben and Laurie Macrae were happy to serve as Co-Chairs of this committee. They will not be able to attend Legislative Day. Drew Harrington commented that when the Conference is moved up a month, there are repercussions such as Legislative Day is not attended by the old Legislative Committee.

Library Development: Marilyn Reeves read the goals and work programs for 1993-1994 for the Association and its divisions, round tables, and the Legislation & Intellectual Freedom, Public Relations, and Education committees. The Public Library Division added a third goal, that they would support the Battle of the Books in conjunction with SYSL. The Services for Youth & School Libraries goals were corrected to state that they would sponsor the Land of Enchantment Book Award in conjunction with the International Reading Association. Their ninth goal is to

encourage and support efforts for continuing education of library personnel throughout New Mexico. The Technical Services Round Table included in its goals to send a letter of petition to ALA to affiliate with ALA/ALCTS. All units accepted their goals and work program at Conference except the Trustees & Friends Round Table. The Education Committee work program is a synthesis of recommendations from the previous year's committee. David Null suggested that the Education Committee talk about raising the amount of the Marion Dorroh Scholarship. Joe Sabatini corrected the name of the Legislative & Intellectual Freedom Committee to the Legislation & Intellectual Freedom Committee. Ellanie Sampson moved and Barbara Billey seconded the motion that the work program for the next year be accepted. The motion carried.

The new Co-Chairs of the Local Arrangements Committee, Robert Martinez and Cherrill Whitlow, could not attend. Barbara Billey will be meeting with them.

Membership: Joe Sabatini reported that the committee met to continue the work discussed in their last report. They discussed redoing the membership brochure and the application form. They will include FAX number and E-mail addresses in the membership directory. They decided that they were unable to add business addresses to personal addresses in the directory. They discussed the logo and slogan on the brochure. Instead of "Be a member," the slogan will be "Connect" in four languages. They will get rid of the round things around the state map, and incorporate figures of connected people in the graphic. The text of the brochure was discussed. The committee will contact round table chairs for 2-4 sentences on what each round table does. The statements can grow out of the work programs. It is hoped that the new brochure will be out around May. The brochure will be turquoise with black print. There has been a decline in institutional memberships. Decisions made during the planning retreat may affect the dues structure. Some vendors are institutional members. Vendors have expressed an interest in buying ads in the Conference program.

Nominations and Elections: Drew Harrington stated that there is no report. Toni Beatty is the third person on the committee.

Public Relations: John Brewster reported that the committee has added to its work program the feasibility of having NMLA publications available in multiple formats. He and Donnie Curtis have talked about this. ALA has done relatively little with the Americans With Disabilities Act, but it is the responsibility of library associations to work with it.

OTHER REPORTS

NMLA Representative to the White House Task Force: No report.

Special Committee on a Permanent Executive Director: John Brewster reported that the committee is looking forward to the retreat. They have some ideas on how to fund the position which will be presented at the retreat.

Special Committee on Funding Roles of NMLA/NMLF: Alison Almquist reported that they are looking for written guidelines on how to spend the \$9.00 that NMLA got from the Foundation.

Liaison to the New Mexico Coalition for Literacy: No report.

OLD BUSINESS

Alison Almquist continued discussion of Claire Odenheim's idea presented on March 17 to change Board meetings to Saturdays. While Saturdays are busy for all of us, it is difficult for school librarians to attend meetings during the work week. Since attendance at Conference is expected, and school is not in session in June, the discussion was narrowed to the September and January meetings. It was decided that one of these meetings would remain scheduled for Friday, and one would be rescheduled for Saturday. The September meeting in Las Cruces will be rescheduled for Saturday, September 18 at 9 a.m.

Drew Harrington summarized the March 17 discussion on the retreat. There were suggestions that the retreat start on Friday evening, that sites other than Glorieta will be looked into, and that we needed an over-all facilitator. Recommendations for the 30 delegates and for a facilitator were solicited. Delegates from a variety of geographical areas, types of libraries, and from the general membership are sought. Drew, Alison Almquist, and Barbara Billey will meet after this Board meeting to discuss the retreat. NMLA will pay room and board; delegates must pay their own travel expenses. A motion was made at the March 17 meeting to keep NMLA expenses within \$5,000. The retreat will tentatively be held May 14-16. Joe Sabatini suggested that non-members be represented at the retreat. Donnie Curtis asked that a mechanism be set up to enable non-delegates to communicate ideas and concerns to delegates, a more democratic process. Articles in the Hitchhiker and the Newsletter could ask for comments.

Jerry Klopfer announced that the SYSL brochure was approved by the SYSL membership with a few changes, to change the graphic to represent children and young adults, to delete part of one sentence, to change the date to March 1993, and to add statistics. SYSL still has the money in its budget to print the brochure. Jerry moved and Ellanie Sampson seconded the motion that SYSL be allowed to proceed with the publication and distribution of the brochure. The motion carried.

NEW BUSINESS

There was no new business.

Alison Almquist reminded the Board of the March 26 Newsletter deadline.

The meeting adjourned at 11:19 a.m.

Respectfully submitted,

Jeanette Smith
Secretary