

150: July 23, 2004

Present: Heather Gallegos-Rex, Kathryn Albrecht, Thaddeus Bejnar, Julia Clarke, Anne Lefkofsky, Leslie Chamberlin, Lori Grumet, Omar Durant, Carol Sarath, Alison Almquist, Isabel Rodarte, Elizabeth Haskett, Dinah Jentgen, Betty Long, Cassandra Osterloh, Valerie Nye.

The meeting was called to order at 1:15 p.m.

It was moved and seconded that the agenda be approved with the following amendments: add Local Arrangements in the Committee reports, add Battle of the Books to the SIG reports and the Administrator Contract to new business. The motion passed.

Secretary's Report: It was moved and seconded that the e-mail Board discussions be ratified and included in the minutes. The motion passed and the summary of those discussions appears in these minutes.

E-Mail Discussions

Motion to send letter Re: Weinstein Appointment

On April 28, 2004, Thaddeus Bejnar moved that:

RESOLVED:

"The New Mexico Library Association is concerned about the appointment of Allen Weinstein to become Archivist of the United States. We believe that the decision to appoint a new Archivist should be considered in accordance with both the letter and the spirit of the 1984 law that created the National Archives and Records Administration (NARA) as an independent agency (Public Law 98-497). The Senate Committee on Governmental Affairs should schedule open hearings on the nomination of Professor Weinstein, in order to more fully explore the reasons why the Archivist is being replaced, and if Professor Weinstein possesses the requisite qualifications to become the Archivist of the United States."

FURTHER RESOLVED:

"The NMLA President is directed to write a letter expressing our concern to the Chairman of the Senate Committee on Governmental Affairs, with copies to the President of the United States, Senator Domenici, Senator Bingaman, and the American Library Association."

The motion was seconded by Lori Grumet. Voting yes: Thaddeus Bejnar, Heather Gallegos-Rex, Kathryn Albrecht, Lori Grumet, Kathy Matter, Omar Durant. Abstention: Julia Clarke

A letter was sent.

April 29, 2004:

A motion was made and seconded to approve the January 16, 2004 Board minutes. Voting yes: Heather Gallegos-Rex, Leslie Chamberlin, Julia Clarke, Omar Durant, Kathy Matter, and Carol Sarath.

May 6, 2004:

A motion was made and seconded to approve the April 24, 2004 Board minutes with the spelling correction of the word "anecdotally" on page 3. Voting yes: Heather Gallegos-Rex, Julia Clarke, Kathy Matter, Omar Durant, Thaddeus Bejnar.

The discussion of the Treasurer's Report and the Finance Committee Report overlapped.

Treasurer's Report:

Submitted by: Kathryn Albrecht

End of Fiscal Year 2004 & Beginning of Fiscal Year 2005

Our Association continues to sail forward financially on very friendly seas. Basically, this past fiscal year, our income amounted to about \$5,000 more than we had anticipated, while our expenses were nearly \$3,000 less than we had planned.

With such gains beefing up our General Fund and reflected in our check register, you will note when we begin reviewing the new fiscal year's Proposed NMLA Budget for W-'05, that the Administrative Contractor and I are recommending an \$8,000 virtual infusion of this checking account largesse onto the INCOME side of the proposed new budget.

This boon allows the Association to consider, for example, increasing the amount offered by such entities as the Education Committee in scholarships & grants to our membership. In recent years, such line-items have flagged. We will also discuss this topic under the By-laws report, for the Grey Book lays out the historical expectations NMLA has held for encouraging continuing education in librarianship.

I will present to you a better-than-balanced Budget today, recommended by our various units, studied and adjusted by the executive committee, including the administrator, and expanded upon (not shrunk!) just a tiny bit by me, which I will explain as we review it. Thanks for your patience!

The motion to approve the year end Treasurer's report was seconded and passed.

Finance Committee Report:

Submitted by: Kathryn Albrecht

President Heather has appointed Linda O'Connell, Thaddeus Bejnar and Kathy Albrecht, Chair, to join her on this Committee.

The Committee has reached consensus electronically on two different decisions:

- ❖ That NMLA's FY'04 \$3,000 Reserve deposit be transmitted to Merrill Lynch in Albuquerque.
- ❖ That said \$3,000 "nest egg" be combined with a maturing \$5,000+ NMLA Merrill Lynch-managed CD (and with a very small deposit which has sat in our ML Ready Assets account) into a newly-purchased, 2-year Certificate of Deposit worth \$9,000.

The Finance Committee will now embark upon a search for a new Internet Service Provider, and assure our ability to facilitate secure credit card payments on the NMLA website.

To this end, we solicit an additional member to the Committee *with expertise in such Internet affairs.*

Discussion of the FY05 budget and the Finance Committee report included the following points:

- Bejnar: each year the budget should reflect how the Marion Dorroh Scholarship is being funded.

- Bejnar: at the bottom of the budget document there should be three figures: total expenditures, total income and balance from assets in order to reflect deficit spending.
- The Finance Committee is to report to the Board on October 7, 2004 re: a solution to the annual practice of funding the Education Committee from the general fund.
- Acceptance of the Finance Committee's suggestion that a member be added to the Finance Committee with specific knowledge of web-based financial transactions and to assist in the selection of an ISP for NMLA.
- The costs for the replacement Administrator or "trainee" will be reflected in a separate line in the final budget document.
- With the current budget proposal, there are no funds for savings.

Moved, seconded and approved:

- 1) Approval of the overages not previously approved in the FY04 budget.
- 2) Approval of the year end Treasurer's report.
- 3) Approval of recording total expenditures, total income and the balance from assets figures at the end of the budget document, showing a total income of \$97,400.
- 4) Approval of the FY05 budget with the changes discussed at the meeting and that a final copy of the budget be provided to the Board promptly. Thaddeus Bejnar opposed this motion. The motion passed.

Vice-President's Report:

Submitted by: Kathy Matter, Vice-President

Planning for the 2005 Conference in Albuquerque is moving forward at a steady and productive pace. With approval by the Executive Board in June of the conference theme and logo we have been able to develop the materials to jump-start the program. The theme, "Libraries Lend A Hand," and logo of hands in various sizes and colors reflects the personal touch that libraries offer to enrich the lives of patrons of every size and background and to build community both neighborhood and virtual with resources near and far. We are emphasizing the reaching out to form partnerships in our communities to strengthen bonds and to build better resources. The call for program proposals has been posted and publicized. The conference web site is available as a link from NMLA and will continue to grow and expand. University Libraries has graciously agreed to host the Past Presidents' Reception with a dine-around afterward planned for the UNM neighborhood. UNM will also host the pre-conferences. Our featured speakers include Marilyn Mason, OCLC, who will speak to the pioneering effort of New Mexico in creating the WebJunction community; and Rosemary Wells, nationally renown author and illustrator, who will address capturing our youngest readers and their families, as early as on the way home from the hospital. For the Awards Banquet that honors librarianship in New Mexico we have invited Diane Denish to join the celebration and to speak about the Children's Cabinet and how we can help to strengthen the work of the state services community. We have already engaged in a walk-through of the Convention Center and met with our contacts for the planning and on-site management of our conference arrangements. We are requesting a few changes and adjustments. Most exciting will be our use of the entire Exhibit Hall for a variety of activities that will keep attendees happily engaged. In the center of the hall will be a café area for eating and visiting with colleagues. There will be a staging area for vendor presentations, author readings and discussions, poetry and other dramatic performances. We are offering authors and illustrators from throughout the SW an opportunity to join us in the Exhibit Hall for continuous informal greeting and autographing. An Information Fair is planned to include opportunities for community groups that address literacy needs and services to share their programs. Poster Sessions will be available. For the first time in conference history we will feature a "Wall of Honor" in the exhibits area. One side will honor the business community members who support libraries and librarianship and the other side will honor librarians who are celebrating a milestone or special recognition. On Friday we expect to

see many of our young readers and the school "Friends" groups joining us to celebrate the "Kid Lit Lunch." Following lunch will be the Land of Enchantment Award Book Talks and the Battle of the Books demonstrations. Finally, I am working on a collaborative art exhibit (currently in Orlando) with the Albuquerque Museum to feature illustrations from the works of the Hurd family, Edith, Clement and Thacher. "Goodnight Moon" is coming to town to sooth the child in all of us.

Members at Large Report:

Planning for the October Mini-Conference in Roswell is on schedule.

Committee and Liaison Reports:

Conference Site Report -Committee members are: Cindy Carhart, Anne Lefkofsky (chair), Valerie Nye and Linda O'Connell

Submitted by: Anne Lefkofsky

1. Alternative Sites for 2006 Annual Conference.

Although Corbett Center - NMSU has been slated as the 2006 conference site, interest has been expressed for designating a new site for this session. Concern exists about the flexibility of Corbett Center's facilities -- as well as the "fatigue factor" among the dedicated Las Cruces librarians who have done wonderful local arrangements and hosting work for previous conferences.

Farmington as been suggested as an alternative site by various Board members and conference planning veterans. Given the enthusiasm for this option, the CSC has prioritized Farmington in their fact finding. Members are reviewing "meeting planner information" provided by the Farmington Convention & Visitors Bureau. Copies of the planner packet will be distributed at the 7/23 Board meeting, and a recommendation from the committee on how to proceed with this option will be presented.

2. Mini-Conference Sites for 2005 and 2006.

The CSC is assembling a list of possible sites for upcoming mini-conferences, and is concurrently gathering information as options are identified. We plan to provide a list of recommendations at the Fall 2004 Board meeting -- and welcome suggests in the meantime. The committee is especially interested in evaluating areas that have not recently hosted NMLA events -- such as NE New Mexico.

Education Committee:

Submitted by: Isabel Rodarte, Chair

The Education Committee requests clarification from the Board about the role of fund raising for the Marion Dorroh Scholarship. Committee members are exploring fund raising options and will investigate the potential for vendor donations.

The Committee Recommends: 1) the residency requirement for the Marion Dorroh Scholarship be eliminated and that instead, preference be given to New Mexico residents.
2) The application deadline be set at January 15 and 3) the amount of the scholarship no longer appear in the grey book because the amount is set annually by the Board.

Membership Committee:

Submitted by: Cassandra Osterloh, Chair

- Currently there are 510 members: 160 public, 91 academic, 147 school, 122 various (e.g. trustees, students, retired)
- Submitted the names of those that became new NMLA members in May and June to Pam MacKellar for inclusion in the July/August issue of the NMLA Newsletter.
- Waiting for the Strategic Plan for direction for the coming year.

Awards Committee:

Submitted by: Dinah Lea Jentgen, Chair

Since the conference in Las Cruces we have updated the history page on the NMLA website and changed the due date and address on the nominations forms. We can now start accepting nominations for the 2005 banquet.

Legislation and Intellectual Freedom:

Submitted by: Elizabeth Haskett, Chair

The LIF Committee continues to work on promoting the 2004 GO Bond. NMLA Regional Coordinators will be attending the BONDS 04 campaign held by the Bonds 04 Steering Committee. The meeting is at the North Valley Library in Albuquerque on Thursday July 29th at 1:30.

The LIF Committee gave a successful program on Practical Privacy at the annual NMLA Conference and sold ALA buttons promoting intellectual freedom.

I recently attended the PLA pre-conference "The Smartest Card, Get It, Use it @your library". This campaign strives to make the library card the most valued and used card in every wallet. The pre-conference slide show is available on the PLA website, along with other tools. The website is www.pla.org/smartestcard.htm. A large part of the advocacy campaign is marketing to elected officials. The LIF Committee will continue to be involved in this campaign.

Board members were invited to the 2004 GO Bond meeting being held July 29, 2004 at the North Valley Library.

Public Relations:

Submitted by: Valerie Nye, Chair

Emails have been sent out to call for papers and presentation ideas. The following publications have been contacted about running an announcement: *Library Journal*, *School Libraries*, *American Libraries*, *Beyond The Job* (online), and *The Hitchhiker*.

Pam MacKellar met with Stephanie Gerding to discuss the transfer the duties for NMLA Newsletter. Pam is currently soliciting articles for the next NMLA newsletter is July 16. If you have an article or a news item to submit, please send it to: pmackellar@earthlink.net

At the meeting, the Public Relations Committee submitted an update to the Procedural Handbook 381:1, covering Printing and Mailing Services. The changes reflect current practice. The Board accepted this revision.

Mountain Plains Library Association:

Submitted by: Valerie Nye

The next MPLA Board meeting is July 23, 2004 in Denver. Charlene Greenwood is attending on Valerie Nye's behalf so that Valerie can attend the NMLA Board Meeting.

Valerie formed a committee to select the next New Mexico librarians to attend the MPLA Leadership Institute in November 2004. The committee consisted of Heather Gallegos-Rex (NMLA President); Charlene Greenwood (Past MPLA Representative for New Mexico); and Gwen Kalavaza, Olivia Li, and Cassandra Osterloh (Past Leadership Attendees). Committee members ranked each application and the top selections have been forwarded to the MPLA Leadership Institute Committee. New Mexico will have at least two attendees at the Institute. The selected attendees will be announced shortly.

MPLA's annual meeting will be in Denver this year October 21-24, 2004.

New Mexico Library Foundation: A meeting to discuss strategy and objectives is scheduled for July 29, 2004.

American Association of School Libraries:

Submitted by: Alison Almquist, Chair

David Loertscher, chair of the Research Committee is going to send out a short survey to determine the status of school libraries in America. The results of the survey will be reported at Midwinter.

The first Fall Forum, "Collaboration and Reading to Learn @ Your Library" will be held in Dallas, TX on October 1 – 3. The keynote speaker is Dr. Krashen. AASL continues to accept registrations based on space availability. A Fall Forum will be offered in off conference years.

The Affiliate Assembly will be realigning the timeline for the handbook and concerns. The impact of NCLB, the retention of SLMS positions, funding, and the retention of members in professional associations continue to be of concern to the affiliates.

The Arizona Library Association has a Teacher-Librarian Division. Out of all the groups affiliated with AASL Arizona is the only group that uses the phrase Teacher-Librarian.

For the first time, the three youth division presidents attended ALA Legislative Day together. The inclusion of school libraries into all educational funding streams was the main platform. The Presidents also spoke to DOE folks about this need and the vital need in Reading First guidelines to allow use of funds for school library materials. These issues are receiving attention from the ALA Washington Office.

AASL has applied to become a member of Partnership for 21st Century Skills. If accepted into the partnership, the AASL Executive Director will attend all board meetings as a voting member. This is a chance for AASL to become an important part of the broader K-12 education community.

Julie Walker has been approved as the full time Executive Director of AASL. Previously, she was the Executive Director for both AASL and YALSA.

President Dawn Vaughn gave background information and summarized her proposal for strategic planning during the 2004-2005 governance year. An additional day of meetings at Midwinter and Annual 2005 will be required to move forward on the initiative.

Currently, AASL has 10,000 members. AASL is the second largest division of ALA yet has the least active members. As voters we turn out in small numbers making it very difficult to get school librarians elected to influential posts. When asked to contact legislators on important issues few respond. If school librarians want a voice in what happens we are going to have to become more vocal.

Finance: [see above]

ALA Councilor: No report.

Bylaws Committee Report:

The Bylaws Committee, Mark Adams, Alison Almquist and Betty Long have been reviewing several items in the grey book. Several changes have been made and will be presented for approval at the Board Meeting. The changes are outlined below for your review. Items being deleted are marked through and items being added are in italics

Standing Committees

On page 300:1 you will find a change in point 8. In changing this we are also necessitating a change in the bylaws Article XVII, Sect.2.

Under Specific Duties and Responsibilities of Committee Chairs you will find changes in point 5. This change has been made to reflect our current practice of submitting committee reports electronically, but leaving the option for submitting a report at the meeting.

Continuing Education Fund

The Education Committee has requested the change to this page which is the addition of the words "conduct and/or" to the first sentence.

Marion Dorroh Memorial Scholarship Fund

The Education Committee has requested the changes to this page. Please note that the exact amount of the scholarship is a discussion item for the Board so we have left the amount out of the second paragraph pending the board's decision.

Midway down the document you will note that the deadline for the scholarship has been changed from January 15 to February 2.

Under Criteria for the scholarship you will note that the original section b requiring applicants to be residents of New Mexico has been deleted, point c has been changed to point b and a new point c giving preference to New Mexico residents has been added.

Bylaws Changes

Article VI, Section 1. President

The President shall serve for one year. It shall be the duty of the President to preside at all meetings of the Association and of the Executive Board, and to sign all contracts ordered by the Board. The President shall appoint such committee members as shall be necessary and shall serve as an ex-officio member of all committees except the Nominations and Elections Committee. Before each business meeting, the President shall appoint as parliamentarian the chair of the Bylaws and Procedures Committee or a designated alternate. The President shall serve as ~~an ex-officio, non-voting advisor to~~ *a member of the* New Mexico Library Foundation Board of Trustees.

XVII. Section 2. The chair of each committee shall report on committee activities at each Executive Board meeting. Recommendations for Board action shall be submitted in writing. Each committee chair shall submit a written annual report *electronically to the secretary and to the newsletter editor* to be published in the post-conference issue of the Association's official periodical. ~~and shall submit two copies of this report to the Secretary.~~

As you know the Bylaws may be amended by a two-thirds vote of the members present and voting at any Association business meeting; or they may be amended by two-thirds of the members responding to a mail ballot authorized by the Executive Board, provided that copies of the amendment be sent to members one month prior to the voting.

Board Action: It was moved and seconded that the Committee's proposed changes to Article XVII, Section 2 of the Bylaws to reflect the current practice of submitting committee reports electronically with an option of submitting a report at the meeting. The motion passed.

The Board discussed the Education Committee's proposal to change the wording in Section 344, Continuing Education. There was no motion and the Education Committee is asked to write procedural guidelines for Continuing Education disbursements.

It was moved and seconded that the Board annually determine the amount of the Marion Dorroh Scholarship either at the Budget Meeting or at the July Board meeting. The motion passed.

The Board directed the Education Committee to redraft the proposal for the Marion Dorroh Scholarship residency requirement.

It was moved, seconded and approved that the NMLA President serve as a voting member of the New Mexico Library Foundation Board of Trustees.

It was moved, seconded and approved that the requirement for two paper copies of Standing Committee annual reports be dropped.

SIG Reports:

Omar Durant, Lori Grumet and Caral Sarath, Members at Large, updated the Board on SIG activities.

The motion to approve the North New Mexico Youth Services SIG was seconded and approved.

The motion to renew the Battle of the Books SIG status was seconded and approved.

New Business:

The Finance Committee will add a member to assist in identifying an appropriate ISP for NMLA.

It was moved, seconded and approved that NMLA join the Freedom to Read Foundation and the \$35 annual fee be taken from the L & IF Committee budget.

Administrator's Contract: it was proposed that the termination date under Item 2 be changed and that the compensation figure be changed to \$11780, payable at the rate of \$1000 per month. These changes will be finalized by electronic vote and will be ratified at the October meeting.

It was moved that the Board accept the contract terminating May 31, 2005 with compensation of \$11000 plus gross receipts tax payable at the rate of 1/11th per month. The motion was seconded and passed.

The motion to adjourn was voiced at 4:55 p.m. The motion was seconded and passed.