

June 5, 2012 ~ NMLA Board Meeting

MEMBERS PRESENT

Paulita Aguilar, Alison Almquist, Lorie Christian, Kevin Comerford, Tina Glatz, Kat Gullahorn, Linda Keulen, Norice Lee, Cassandra Osterloh, Mary Ellen Pellington, Joe Sabatini, Melanie Templet, Mary Tuytschavers, Marian Royal Vigil, LeAnn Weller

Call to order by President Tina Glatz at 1:08 pm. Joe Sabatini assigned as ProTem.

Approval of Agenda

- Add Archivist to Unfinished Business
- Add Upcoming Conferences to New Business
- Paulita moved to accept the amended agenda. Linda seconded the motion which was then passed unanimously.

Tina reviewed who on the Board can vote: President, Vice-President, Secretary, Treasurer, Members at Large, and ALA Councillor.

OFFICER REPORTS

Secretary (Cassandra Osterloh)

- Cassandra did not receive minutes from Lynette Schurdevin for the April 11, 2012, Board meeting for voting on at this meeting. Will send to the Board once received for an online vote.

Treasurer (Norice Lee)

- Norice reviewed the budget packet with the board.
- Lower income for the year, probably due to lower attendance at the annual conference.
- \$4700 of NMLA's \$9700 belongs to Battle of the Books.
- We need to be creative in our budget and fundraising in the upcoming year.
- A motion to accept the budget reports as submitted was made by Kat. Mary T. seconded the motion which was passed unanimously.

President (Tina Glatz)

- NMLA joined with NMASC, Learning Forward, and NMISTE for a conference June 6-7 to be held at La Cueva High School in Albuquerque.
- NMLA's role is to help run the conference – no financial payments – including contributing five door prizes of \$25 each. Tina asked if she pays, can she be reimbursed. We will receive monies from the conference.
 - Motion – The president will receive reimbursement from income received from income from the conference.

- Discussion: Norice asked to modify the motion to include that if we do not receive enough money, the reimbursement will come from the Technology SIG budget line. Mary T. moved to accept the modification. Linda seconded the motion which was passed unanimously.
- Tina reviewed the SIG assignments for the Members at Large:
 - Linda ~ Advocacy for School Libraries, Technology
 - Kat ~ Battle of the Books, Academic, Resource Sharing
 - Mary T. ~ Local & Regional History
 - Janice ~ Native American Libraries, Bonds for Libraries
- Norice reminded the Members at Large that SIG reimbursement request forms need to go to the Treasurer.

Vice-President (Mary Ellen Pellington)

- Proposed conference theme ~ Libraries: Connecting New Mexico & the Global Community. Kat is working on adjusting the logo to redesign from initial proposal. Mary Ellen will submit once completed for online vote.
- Mary Ellen is looking at grants for programs. LeAnn mentioned that MPLA has a \$600 grant available.
- Looking for additional vendors, more than the usual.
- For the conference dinner, looking at entertainment to tie into the global theme.
- Hotel contract update (from Tina and Mary Ellen)
 - Mary Ellen and Tina met with the Sheraton to review contract.
 - Internet – complimentary for registered hotel guests for anywhere in the hotel. Attendees will have free access in “business area”. Access for presenters in the meeting rooms.
 - We **can** provide our own AV equipment.
 - Room rate = \$89.
 - Food and beverage minimum = \$16,000.
 - Total rental rate = \$3,000.
 - Vendors – the Sheraton will get a diagram for Lorie. 50 in the exhibit area (ballrooms) and 18 tables in the hallway.

Members at Large (Linda Keulen, Kat Gullahorn, Mary Tuytschavers, Janice Kowemy)

Advocacy for School Libraries Special Interest Group (ASL-SIG) (Linda)

Members are scheduled to present at the CCS Conference in Albuquerque June 6 & 7. We are making contact with librarians in the Gallup area to discuss Common Core. The sig supported a Young Adult Literature Symposium (May 30/31) by purchasing a book for each attendee. We are also spending money on scratch pads to be given at conferences and workshops. The next steering committee meeting is Monday, June 4, where we will be inducting new officers, reviewing the budget, and working on proposals for the Mini-conference.

Mini-conference (Linda)

The members-at-large have begun working on the mini. We are close to finalizing a logo, and we have 3 amazing people on the Local Arrangements Committee who will be working on food and lodging logistics. Prior to school being out, school librarians were notified via the asl-sig listserv, the blog, and the APS listserv in hopes of generating more presenters. Preliminary notices have already gone out to NMLA through the newsletter and MPLA thanks to Mary T. Lorie and I are working on a standardized letter to go out to vendors asking for donations. The contract has been signed and we are progressing nicely. Many thanks to Janice Kowemy, Mary Tuytschaevers and Kat Gullahorn for being my partners in crime.

Technology SIG (Linda)

No activity at this point.

Native American Libraries Special Interest Group (NAL-SIG) (Janice)

NALSIG has been active this quarter in the following areas:

- We hosted our 2nd NALSIG meeting of the year at the NMLA Annual Conference on April 12, 2012. We held election of officers and the following have been voted to serve: Janice Kowemy, Chair; Tamara Sandia, Vice-Chair; and Bernice Martinez, Secretary. Our next NALSIG meeting will be at Zuni Public Library on June 20, 2012.
- At the NMLA Annual Conference NALSIG had a booth and raised \$400 in the silent auction for the BONDS FOR LIBRARIES SIG.
- Four NALSIG members participated in the NM State Library Strategic Planning meeting on May 19th and 20th.
- NALSIG will be involved in the GO BOND campaign this year by helping to be regional coordinators for the BONDS FOR LIBRARIES SIG and getting the word out in the community.
- Two NALSIG members are on the committee to interview candidates for the Tribal Libraries Coordinator at the NM State Library.
- The Tribal Libraries Fundraising Committee is in the planning process of hosting the 2nd Annual NM Tribal Libraries Benefit Golf Tournament on August 20, 2012 at the Tanoan Country Club in Albuquerque. Additional activities include ZUMBA-THONS and food sales. The committee presented about their experiences at NMLA Annual Conference and the Association of Tribal Archives, Libraries, and Museums in Tulsa, OK.

Bonds for Libraries (reported by Joe Sabatini)

Friends of the Albuquerque Bernalillo County Library voted \$3000 for Bonds for Libraries for 2012 effort ~ open for ad campaigns. Bonds For Libraries SIG has been active this quarter in the following areas:

- Hosted a table at the NMLA Annual Conference and handed out bookmarks, brochures and candy. A donation bowl was set out and \$49 was collected.
- The NMLA Board approved the SIG to register as a political committee at the Board Meeting in April. This was required because the Secretary of State requires

the SIG to register as a political committee once more than \$500 is spent per annum on political activities.

- Hosted a meeting on May 11, 2012 at the Indian Pueblo Cultural Center.
- Fundraising activities:
 - NAL-SIG Silent Auction - \$400
 - NMCAL – Will donate \$1,500 as approved during the NMCAL Business meeting held at NMLA Annual Conference.
 - New Mexico Library Fund - Submitted a mini-grant application to the NMLF, requesting \$1000 for the recording and distribution of radio spots advocating for the passage of GO Bond ‘B’. A decision is expected in May 2012.
 - Friends Groups
 - Possible donation from Albuquerque/Bernalillo County Friends group.
 - Other friends groups in Las Cruces and Farmington will most likely spend their resources at a local level, instead of contributing to a state-wide effort.
- Media Kits will be available soon and will include bookmarks, brochures, bumper stickers and Radio Spots.
- Regional Coordinators
 - Will be solicited in various parts of the state so that the committee members may reach out, and work on establishing and strengthening networks across the state. The intention is for regional coordinators to mobilize librarians and constituents at the local level.
- Upcoming event to promote the GO Bond:
 - Cibola County Independence Day Parade, July 4, 2012 - Attended by communities of Laguna, Acoma, and Grants
 - Laguna Feast Parade – September 18, 2012
 - Santa Fe Parade
 - Centennial Celebration, Downtown Albuquerque, June 16

Academic SIG (Kat Gullahorn)

We have had two well-attended meetings at the last two NMLA conferences. We are now planning our communication methods and next steps as to activities and interests.

Battle of the Books SIG

Kat heard from last year’s leaders and chasing down current information and will submit once received.

ALA/APA Councilor (Paulita Aguilar)

Paulita will be attending ALA Annual Conference in Anaheim, CA, later this month. Would like to get NMLA members together at the conference. Paulita will send

REPRESENTATIVE & INDIVIDUAL REPORTS

AASL Representative (Alison Almquist)

Barbara K. Stripling, assistant professor of practice at Syracuse University in Syracuse, N.Y., has been elected to the 2013-14 presidency of the American Library Association (ALA). She is past president (1996-1997) of the American Association of School Librarians (AASL) and has held numerous committee positions within AASL.

Gail Dickenson is President-elect of AASL. She is an Associate Professor at Old Dominion University, Norfolk, Virginia. AASL 15th National Conference will take place October 12 – 13, in Greenville, South Carolina. The theme is Transliteracy and the School Library Program. Transliteracy is the ability to read, write and interact across a range of platforms, tools and media from signing and orality through handwriting, print, TV, radio and film, to digital social networks. – www.transliteracy.com. Transliteracy and the School Library Program is designed to help school librarians develop strategies for integrating transliteracy skills into subject areas across the curriculum. Discussions will articulate the range of skills known as transliteracy skills and highlight current research on how young people learn and play in the contemporary online environment.

AASL e-Academy summer courses are:

Design for Understanding Meets the 21st Century School Librarian

Running: July 9 – Aug. 3.

Facilitator: Mary Keeling

From 0 to 60: Implement eBooks in Your Library Program in 4 Weeks

Running: July 16 – Aug. 10

Facilitator: Richard Hasenyager

Making a Place, Making a Case for Read-Alouds: A Powerful Teaching Tool for Literacy

Running: July 16 – Aug. 10

Facilitator: Christina Dorr

The June 12 Knowledge Quest webinar, hosted by the American Association of School Librarians (AASL), will focus on caring and its place in the school library program. Presented by Olga Nesi, the webinar “The Transformative Power of Care,” will look at how showing care can make school library programs stronger and help them become the heart of the school community. The webinar will begin at 7 p.m.

MPLA Representative (LeAnn Weller)

I attended the MPLA Board meeting on May 10-11, 2012 at Estes Park, Colorado.

Topics of discussion included development of membership recruitment and infrastructure, conference programming, newsletter content, State Association representation, recruitment and training, Leadership Institute, strategic planning and corporate sponsorship and relationships.

Important dates:

July 25 Board meeting conference call

Oct. 17-20 Nebraska /MPLA Conference

Information request:

If for some reason the State Representative is unable to attend the conference or board meetings, what alternative structure would be most useful.

- A) Designated proxy.
- B) Permanent alternative state representative
- C) No representative
- D) Other

MPLA is looking at proposing a bylaws change in which a proxy can be sent if the states' representatives cannot attend a meeting. New Mexico is one of few states in which the MPLA Representative is appointed rather than elected. LeAnn asked that the NMLA Board think about this proposed change and give thoughts to her. Tina mentioned that the proxy would need to know they will have to pay their way to the MPLA meeting.

NM Library Foundation (Carol Hoover)

No report received.

State Librarian (Devon Skeele)

No report received.

Newsletter Editor (Robyn Gleasner)

Submission deadlines have been changed to Mondays rather than Fridays.

CONTRACT ADMINISTRATOR REPORT

Contract Administrator (Lorie Christian)

Contract Renewal

My revised contract is available in the Files section of nmlaboard on YahooGroups.com under the 2012, June Board Reports folder. Due to time limits, I ask that the Board reviews and votes on my contract via e-mail sometime this month. My current contract expires June 30. I have not requested any changes from last years' contract. I have printed and submitted a copy to Tina Glatz for her signature if the contract is approved as is.

Members At Large SIG Liaison Information

A. Request for Reimbursement Form (RFR)

In order to be reimbursed (not just SIGs, but anyone), an RFR should be completely filled out and submitted to Norice, the Treasurer, for approval. She may request more information before issuing a check. Please note that, due to current income levels, the reimbursement may be delayed if we do not have the money in our account.

I have given each of the current Members At Large a copy of the RFR and it can be found online at www.NMLA.org/forms/

B. Printing / Bulk Mail Requests

One Stop Business Shop has been our printer for many years. They also provide our bulk mail services and bumper stickers. Many printing requests can be e-mailed to them and they can follow-up with you and provide the service without you coming into their shop. They will invoice NMLA directly for the services if the request is approved by Norice or myself.

Bulk Mail Requirements: there must be at least 200 identical items to be mailed. The addresses must be provided and sorted by ZIP Code + 4. If you do not have the +4, fill in "-0000". However, this must be provided to One Stop at the time of the request. Provide One Stop with an excel file with the names and addresses. Better yet, provide them with the actual printed labels. Best: Print the item with the Bulk Mail information, put the addresses on, sort by zip and deliver to One Stop to submit to the Bulk Mail unit at the Main Post Office in Albuquerque.

One Stop Business Shop, 6804 4th St. NW, Albuquerque, NM 87107 – (505) 344-7701, businessshop@aol.com

C. Ribbons as Awards

The Ribbon Place, 141-D Wyoming Blvd. NE, Albuquerque, NM 87123 – www.theribbonplace.com – will also invoice NMLA for orders.

D. Non-Taxable Certificates (NTTC)

NMLA is a 501(3)c non-profit and does not pay tax on products, but does pay tax on services. The NM Tax & Rev Dept. is now requiring NTTC forms to be filed online. If someone wants to have a form from us, please let me know (1) their state tax number, (2) the official name, (3) business address, and (4) where I can fax or mail the certificate.

NOTE: I will be posting places that have NMLA's NTTC on-file – you must identify that you are purchasing this for NMLA and pay either in cash or with an NMLA check to use the NTTC.

E. NMLA prefers to be invoiced for items.

F. Just because there is money available "in the budget" doesn't mean that there is money available in the NMLA checking account to pay for items. Check with Norice prior to committing to buy something.

Membership Non-Payment

There have been instances where membership renewal forms have come in without a check or other payment. If possible, I contact the person by e-mail or phone and I issue an invoice at the same time. We usually get paid right away and there is no problem.

However, this year, there are several that, even after contact and the invoice, no payment has been received. I would like the Board's input on how long before I should let people know they are no longer members due to non-payment of dues.

In the Bylaws (Article X, Section 5): "To remain a Board member in good standings, a member must renew membership within two months of the expiration of their current membership."

Fundraising

I would like to see about putting the Inn of the Mountain Gods room on an auction site this summer. I will ask KUNM how they like the one they use for the annual online auction fundraisers and get more information. I would also like to schedule a "fundraiser night" at Flying Star in Albuquerque (probably the one on Rio Grande Blvd or Juan Tabo) and one at California Pizza Kitchen. If anyone knows of other restaurants that do this type of thing around the State, we should look into those, as well.

Archivist

I would like to be the temporary Archivist (maximum 2 years) while we look for someone who can actually work on the NMLA archives stored at the New Mexico State Library in Santa Fe.



Norice thanked Lorie for all the work done before and after conferences.

COMMITTEE REPORTS

Awards (Tamara Sandia)

- Nothing received.
- Joe mentioned that he has emailed Tammy Kiki Saavedra's award needs to be delivered. Joe is awaiting a response.
- Tina brought up that the Awards Committee works on the Awards program, and after Joe checked the Bylaws, awards do need to be presented at the Banquet rather than Keynote/Opening Session.

Intellectual Freedom (Drs. Felipe and Gilda Ortega)

Nothing received. Tina will ask them if they will be continuing as chairs.

Bylaws (Marian Royal Vigil)

Nothing to report.

Legislation (Joe Sabatini, Cynthia Shetter)

The Committee has not met. Committee members have been active in the Bonds for Libraries S.I.G., working to support Bond Issue B on the November Ballot.

Committee activities for FY 2012-13 will include:

1. Support the retention of the State Library budget line item which provides increased levels of state grants-in-aid funding. Continue to work for the increase in this program.
2. Work in cooperation with the Action for School Libraries SIG to restore funding to the School Libraries Materials Act. We need to remind legislators of the need to fund SLMA when resources become available.
3. Support efforts by the New Mexico Consortium of Academic Libraries for rational funding of academic library funding, including a realistic formula to address inflationary increases in resource budgets.
4. Work in cooperation with the Native American Libraries SIG to address tribal library funding issues.
5. Continue to fund an NMLA lobbyist. This is essential to our effectiveness in legislative advocacy and as a resource for information about state election procedures.
6. Organize a Library Legislative Day in January or early February 2013. A date needs to be set so that we can apply for table space in the rotunda, which become available in September.
7. Make presentations to the Legislative Finance Committee and the Legislative Education Study Committee about library needs statewide.
8. Participate in A.L.A. Library Legislative Day in May, 2013.

Conference Site (John Sandstrom, Lynette Schurdevin)

Nothing to report. New co-chairs. Will be meeting in June.

Membership (Tammy Welch)

NMLA Membership Statistics

The committee is grateful to Lorie Christian, NMLA office administrator for compilation and maintenance of membership information. Any update will be added to NMLA documents available online.

<i>Categories</i>	<i>April 2012</i>	<i>April 2011</i>
Total	525	524
Academic	96	76
Public	155	152
School	98	109
Special	29	25
Retired	65	62
Student	32	36
Commercial	5	2
Institution	17	22
Honorary life members	17	16
Sustaining	17	12

Other committee activities

The newly formed Academic SIG met at the October and April NMLA conferences. Summer contact with those who participated is planned.

Objectives included:

- Group electronic communication to convey relevant information to academic membership (Yahoo listserv, NMLA website, etc.)
- Facebook page (thank you to Rachel Hewett-Beah)
- Continuing conversation/meeting of the SIG membership

The membership committee enjoyed the recent spring NMLA conference in Las Cruces, NM. The membership committee looks forward to reviewing the membership needs as discussed at the April board meeting and will plan responses as requested.

Education (Kevin Comerford)

Education Committee Members: Kevin J. Comerford (Chair), Cordelia Hooee, Christine Peterson, Susan Pinkerton, Jeanette Smith

Scholarship Programs Status

Marion Dorroh Scholarship Program

The Committee received 3 applications for the Marion Dorroh Scholarship program this year; Cynthia Smith was selected as the sole scholarship recipient (\$1500.00). The other two applicants were rejected. All applicants have been notified of their status to date, and Cynthia Smith has confirmed she will attend the NMLA awards event this week.

College Scholarship Program

The Committee received 4 applications for the College Scholarship program this year; after evaluating the applicants, the committee awarded scholarships to Kelly Blaz (\$700.00) and Susan Dominguez (\$300.00). The committee determined that a third applicant, Morgan Light, had applied for funds under the wrong program, so his application was referred for consideration as a Continuing Education Grant. The fourth application was rejected. All applicants have been notified of their status to date.

Continuing Education Grant Program

The Committee received a total of 5 Continuing Education Grant applications this year. All 5 applications were approved, although only 4 were accepted for the following purposes/amounts:

Applicant Name	Event	Funded Amount
Claire Courtner	NMLA Conference Attendance	\$ 50.00
Karla Hernandez	NMLA Conference Attendance	\$ 50.00

Morgan Light	ALA Staff Certification Program	\$200.00
Jonna Paden	New Mexico Oral History Forum	\$ 40.00

All applicants have been notified and awards disbursed.

In addition, Linda Keulen applied for a Continuing Education grant in the amount of \$145.00 to attend the New Mexico Educator’s conference in June, 2012. The committee was only able to offer Linda the \$60.00 remaining in the Continuing Education budget for this year. Unfortunately Ms. Keulen wasn’t able to make up the difference and so did not accept the award.

Education Budget Status

After the fund distributions noted above, the FY2011-2012 Education Budget balances are as follows:

Budget Line Item	FY2011-12 Budget Amount	Balance (As of May 31, 2012)
Marion Dorroh	\$1,500.00	\$ 0.00
College Scholarships	\$1,000.00	\$ 0.00
Continuing Education Grants	\$ 400.00	\$ 60.00

Nominations & Elections (Mary Alice Tsosie)

Public Relations (Melanie Templet)

- Tina – appointment of Rick Walter to committee.
- Committee is working to put together a plan for public relations, including Facebook and other no-money options.

UNFINISHED BUSINESS


Archivist

- Lorie offered to take on the archivist role on an interim basis (see Contract Administrator’s Report). Barbara Edwards (current Archivist) asked the Board to discuss the need of an Archivist. Joe Sabatini volunteered to assist Lorie.

- Lorie Christian has been appointed temporary Archivist and Barbara Edwards removed from the position. Lorie will create a list of what NMLA has and where it is located.

NEW BUSINESS

Budget Approval

- Norice walked the Board through the proposed budget.
- Nominations & Elections Committee, Conference Committee and those working on the mini-conference need to look at cutting costs of postage and bulk mail.
- Mary Ellen will look into credit card options.
- Kevin would like a moratorium (for one year) on college scholarships and make Continuing Education line \$600. He anticipates more CE requests for upcoming conferences.
- Mary T. moved that we cease printing the NMLA Newsletter beginning with the September-October 2012 issue. Paulita seconded the motion which was passed unanimously.
- Paulita moved to pass the proposed budget. Mary T. seconded the motion which was passed unanimously.
- Thank you to Norice for her hard work on the budget. 

Approval of Contract for Administrative Contractor

- Norice moved to approve the Administrative Contractor's contract at the same salary as last year. Paulita seconded the motion which was passed unanimously.

Exhibitor Fees

- Lorie proposed we have the same costs as last year ~ \$450/booth, \$150/table, and \$50/table for 501(c)3.
- Norice moved to change the booth cost to \$475 and tables remain the same (\$150 and \$50). Paulita seconded the motion which was passed unanimously.

Upcoming Conferences

- There was a lot of discussion regarding moving the mini-conference and annual conference to different time of year.
- Tina charged the Conference Site Committee and the Bylaws Committee to look at and recommend changing the conferences.

Motion for adjournment by Mary T. at 4:44pm, seconded by Norice.