

150: 10/16/03

New Mexico Library Association  
Board Meeting 10/16/03

Attending: Kathy Albrecht, Valerie Nye, Charlene Greenwood, Anne Lefkofsky, Elizabeth Haskett, Omar Durant, Barbara Van Dongan, Earl Phillips, Molly McGetrick, Alison Almquest, Heather Gallegos-Rex, Eileen Long worth, Carol Sarah, Linda O'Connell, Louise Bolton, Susan Magee (recording) (Thaddeus Bejnar was excused from the meeting.)

1. Call to order, introductions  
The meeting was called to order at 1:15pm at the Children's Library in Gallup, NM.  
Everyone introduced themselves.
2. Approval of the agenda  
The agenda was approved as amended.
3. Minutes  
Four online votes were taken between June 13 and October 15:

Motion 1 – July 3, 2003

Motion was made and seconded to accept the proposed 2004 Mini-Conference dates and place. The dates are: Thursday, October 7, 2004 and Friday, October 8, 2004. The place is the Roswell Civic Center.

Motion was made and seconded to amend the proposal to read: Friday, October 8 for the 2004 mini-conference.

Voting yes for 2004 mini-conference site and dates: Eileen, Thaddeus, Kathy, Molly, Heather, Susan. (Motion passed.)

Motion 2 – August 14, 2003

Motion was made and seconded that, for annual conference 2004, the following fees be charged exhibitors: \$400 for a single 8'X10' booth; \$850 as underwriters with a single booth; \$1500 as underwriters with two booths; \$150 for an 8' table.

Voting yes for the Exhibition Fees – Eileen, Thaddeus, Kathy, Susan, Carol, Louise, Heather, Omar (Motion passed.)

Motion 3 – August 18, 2003

Motion was made and seconded: that the voting Board approve the October 2003 Mini-Conference site contract with the Gallup Holiday Inn forthwith.

Voting yes for the Gallup contract – Eileen, Kathy, Thaddeus, Susan, Carol, Louise, Molly (Motion passed.)

Motion 4 – August 21, 2003

Motion was made and seconded: that we approve Linda O'Connell's FY 2003-04 contract, with gratitude!

Voting yes for the motion: Eileen, Kathy, Thaddeus, Carol, Molly, Omar, Susan, Heather (Motion passed.)

Motion was made and seconded to put the online votes in the record of this meeting.  
Motion passed.

4. Treasurer's Report – Kathy Albrecht

The Association operates under a sound budget this fiscal year. Assets at the beginning of the year were ample and there have been no unpleasant surprises to affect the Board's projections. The newly-approved plan to create a "reserve" within our yearly financial planning – this year a nest-egg of \$3,000 – is incorporated into our budget.

This Mini-conference is now expected to make more, through registrations, than was projected in June. The Members-at-Large are to be commended for once again bringing us a quality, refreshing program and gathering on a proverbial NMLA mini-shoestring. And the annual Conference budget projections were revised a month ago validating our initial estimates of costs and income. The Las Cruces conclave will very likely generate close to \$25,000 for the Association.

- a. Assets and liabilities
- b. FY 03, year end final – this budget has been posted on the NMLA website.
- c. FY 04, first quarter
- d. Adjustments to the FY 04 budget

The ASL SIG has received several grants from the New Mexico Library Foundation – a question was raised about how is that money to be held separate from the general budget. The first grant was \$650 in FY2002 for printing a brochure. They have also just received a \$400 grant for travel and printing. Investigations are underway to determine whether the initial grant was spent. To avoid this problem in the future grants given to a SIG will be reflected as an 'in trust' fund line so a paper trail will be obvious.

Motion was made and seconded to add a line under ASL SIG in the budget to reflect the \$400 grant. Motion passed.

A motion was made and seconded for a budget adjustment to the mini-conference budget to add \$285 for printing. Motion passed.

Two banners were purchased as part of the registration materials budget for the upcoming conference. These banners will be used to identify the registration tables at the conferences.

Action Needed: new accounting firm, selection process – The current firm of Tardy and Co. has yet to submit the last 3 annual financial statements to the Association. They also filed two extensions for the last 990 tax form which almost resulted in a substantial late fee penalty. They have been unresponsive in requests for information relating to the financial statements due but have recently submitted an invoice for \$1600.

Because of this history the Association is looking for a new accounting firm. Kathy and Eileen will be interviewing new accounting firms over the next month. Eileen recommended meeting with someone on the APL board who is a CPA. Kathy is aware of someone in Socorro. (Charlene mentioned that the NMLF has had similar experiences with Tardy and may also be interested in moving their business.)

Motion was made and seconded to accept the Treasurer's Report. Motion passed.

5. Old Business

a. Mini-Conference Report - Molly McGetrick

There is a nicely balanced program. There are three vendors – Gale, Amigos, and Follet. All the members-at-large are to be commended for their work on the mini-conference.

Motion was made and seconded to accept the Follet \$125 grant and adjust the budget accordingly. Motion passed.

b. April 04, Conference issues, budget, report

There was a joint meeting of the Conference Planning and Local Arrangements committees in September. They plan to meet again in November. They had over 80 programs submitted. They will finish the selection and scheduling process before the November meeting. Letters to everyone who submitted a program proposal will be sent in November (either acceptance or rejection.) The program should go to the printer in January.

ACTION: Make sure there are pre-conference nights (Tuesday) at the hotels.

ACTION: Make sure that signage from the parking lot to the meeting space is adequate.

Several board members want to go to a pre-conference and requested that the board meeting be scheduled so they can attend – either Friday afternoon or Saturday morning. The general consensus was to move the board meeting to Saturday morning and include the orientation for new board members then. Such training is really vital to make sure that new board members feel empowered in their roles on the board. Earl offered to arrange for meeting facilities for a Saturday meeting. There is already money in the budget for a luncheon meeting.

Registration fees – estimates are based on last year: \$70 for members and \$85 for non-members for the conference and cost-recovery for pre-conferences. The price for the Youth Services luncheon will be \$20 and for the Awards Banquet \$30. The preconference fees will be set on a cost recovery basis only (to cover speaker fees and honorarium and supplies.)

ACTION: A fee proposal will be sent to the board for an electronic vote after the Conference Committee meeting in November.

Job Fair – several suggestions were put forward to make this a more successful event that it has been for the past couple of years. These included limiting the event to a concise period of time -2 or 4 hours rather than all day; offering resume review as well as job interviews, information about library education opportunities in the region (degree and certification programs, distance education, NNMCC, Eastern, WHICHE, possibly having recent graduates talk about their programs, etc.)

ACTION: These suggestions will be forwarded to the Program Committee for consideration.

c. Conference Dates in O5, change needed

The previously selected conference dates are no longer available. New dates to consider are Wednesday, March 30 – Friday, April 1 (which is the week after Easter that year) or sometime later in May. The hotel is able to make that adjustment.

A motion was made and seconded to change the dates for the 2005 NMLA Conference to March 30 – April 1. Motion passed.

6. New Business

a. 2004 Bond proposal, NMLA support

The Library Bond proposal for 2004 includes \$15 million for public libraries, \$16 million for school libraries and \$10 million for academic libraries. This proposal has been approved by the School Libraries Task Force, the NM Consortia of Academic Librarians (NMCAL), and the Municipal League. The statewide Task Force is working to get the Legislative Education Study Committee to adopt the proposal as a committee bill.

A motion was made and seconded that NMLA endorses the 2004 Library Bond proposal. Motion passed.

A question was raised regarding a possible conflict with the school library fund. The Library Bond would be used for building collections while the school library fund would be used in support of the collections once they are built so there appears to be no conflict.

b. Administrative support staff open selection process

Linda's plan is to retire at the end of 2005 so a transition plan needs to be formulated, including a task force to work on this committee. Heather was appointed to select members to the task force. Their charge is to develop 1. a job description; 2. how the position will be advertised; 3. the selection process and 4. the transition process.

ACTION: By the next meeting the members of the committee will be confirmed and a timeline for the process developed.

7. Committee/SIG Reports

a. *Legislation and Intellectual Freedom Committee (LIF) – Elizabeth Haskett, Chair*

Intellectual Freedom

The LIF Committee met August 13<sup>th</sup> at the North Valley Library. We discussed the USA Patriot Act and other intellectual freedom issues. Since the meeting Pamela Blevins has been compiling an electronic digest of intellectual freedom issues and distributing it to committee members. I gave public comment at two Albuquerque City Council meetings supporting the parts of Eric Greigo's Civil Rights Resolution that dealt with the Patriot Act. This resolution passed unanimously. Sara Henderson and I developed a links page for information on the Patriot Act. We await board approval to distribute the information and/or to link it to the NMLA page. ACLU has asked that NMLA join a coalition in support of House Joint Memorial 40. Senator Cisco McSorley and Representative Max Coll are reintroducing this during the Special Session. There will most likely be an opportunity for testimony on October 27. The ACLU has also asked that NMLA partner with them in mailing out Patriot Act Information signs and materials. This will be on the agenda at the upcoming Board meeting.

A motion was made and seconded that NMLA support HJM 40 and join the coalition. Motion passed.

After much discussion, it was decided NMLA would not to participate in the mailing of the ACLU signs. The LIF will, however, make suggestions regarding the wording of the current poster.

ACTION: The LIF links page of information on the Patriot Act will be added to the NMLA website and distributed either with the conference materials or newsletter.

#### 2004 GO Bond

We sent out a letter to NMLA membership letting everyone know we were working on a GO Bond initiative for 2004. We have started reactivating the NMLA Regional Coordinators group and will need to work on replacing 2002 Coordinators who are not going to do it again in 2004. The 2004 GO Bond is now endorsed by the New Mexico Municipal League, the New Mexico Coalition of Academic Libraries, the School Libraries Task Force and the State Library Commission.

#### 2004 State Legislative Day

February 4, 2004 will be Legislative Day. The room at the State Library is set up. We still need to a Proclamation from the Governor and I am waiting for some help on the protocol to do this. We will be handing out books again (Anne Lefkosky is in charge of this) and hopefully, posters. I am working on the posters with the State Library. The slogan "Libraries Change Lives" will be used again and Sarah Henderson will work on getting some high quality name badges.

The LIF Committee is working on a Practical Privacy program for the 2004 Conference and having ACLU do a program.

b. *ASL SIG - Barbara Van Dongan*

They have had booths at several venues such as a meeting of the School Administrators Coalition and a meeting of librarians from private schools.

The big event for the summer was the completion of the standards and benchmarks for school libraries curriculum document. It is the culmination of two years work and is considered a template of standards, benchmarks and general directions for school libraries around the state but with the idea that it could be modified to meet the needs of each community. It was sent to every school librarian in New Mexico. They then had a series of meeting/workshops around the state. Participants share the information from these workshops with 5 or more librarians in their region will get a stipend of \$50.

They have presented the document to the State Department of Education but was unable to get its endorsement.

A motion was made and seconded that the ASL SIG be directed and empowered to say that NMLA strongly supports the need for a specialist in school library programs in the State Department of Education. Motion passed.

A motion was made and seconded that NMLA endorses the NM School Library Independent Reading and Information Literacy Curriculum template as presented by the ASL SIG. Motion passed with the congratulations of the NMLA board on a job well done.

They are still getting a lot of requests for the collection development workshops that the SIG developed for last year's GO Bond. They will be presenting it again in Raton, Grants, Carlsbad and other places.

The SIG is actively recruiting new members at each of their workshops and are definitely making a difference in support of the school librarians in the state.

- c. *Publicity/newsletter – Valerie Nye*  
The publicity committee sent out 29 press releases announcing the mini-conference.

The publicity committee worked with One Stop Printing to create two vinyl banners for the NMLA Annual Meeting. Each banner has the NMLA zia logo. One reads “New Mexico Library Association Annual Conference” and the other reads “NMLA Conference Registration.”

The publicity committee will be meeting shortly to discuss a bookmark design. The bookmarks will be produced by One Stop.

They will be investigating possible T-shirt designs to sell at future conferences as a fund raiser.

- d. *NM Library Foundation – Charlene Greenwood*

**"BEN'S RUN"** Ben Wakashige initiated a fun raiser to support NMLF. Ben's running of the Portland Marathon on Sunday (10/5) brought in about \$2,700 for the grant fund. Out of 60 participants, he came in 12th overall, first in his age class. Ben is the former NM State Librarian, now director of the library at Pacific University in Forest Grove, Oregon.

**GRANT AWARD:** NMLF awarded a grant for \$875 to Rio Vista Middle School in Bloomfield for purchasing materials for the project “Reading to Go!”

**FUND RAISER:** NMLF will be offering tickets for a drawing for a complimentary one night accommodations at the Hyatt Regency in Albuquerque. The drawing will be held in Gallup at the MiniConference October 17, 2003.

**LIBRARY LEGACY EXHIBIT:** NMLF will again be displaying the Library Legacy Exhibit at the Mini-conference in Gallup. Sign ups will be available.

- e. *Mountain Plains Library Association - Charlene Greenwood*

The following applicants from New Mexico were selected to attend the Mountain Plains Library Association (MPLA) Leadership Institute to be held in November:

Olivia Li	Los Alamos Public Library
Valerie Nye	New Mexico State Library
Cassandra Osterloh	University of New Mexico

The MPLA Leadership Institute will be held at magnificent Ghost Ranch, New Mexico again this year. The dates are November 9 - 14, 2003. This Institute supports NMLA's long range plan to offer leadership training.

The 2003 MPLA/NLA Conference will be held November 5-8, 2003 at Incline Village, Nevada (North Lake Tahoe). The conference website is now online - <http://www.usd.edu/mpla/>. I will be attending representing New Mexico. NMLA will be hosting the 2007 joint conference with MPLA. It would be wonderful to have all the library organizations in NM join together for this event.

- f. *NMLA Councilor – Thaddeus Bejnar*  
Interim report on 2003 ALA annual mtg.

Attendance is down as expected. Too many programs have been cancelled, including The Scholarship Bash. We won't have good attendance figures until next week, but pre-registration is down about 40% (after cancellations were figured in), and about 27% of the exhibitors have cancelled (210 out of an original 790).

Some "hot topics" here include:

CIPA – We are still awaiting the Supreme Court's decision on the Children's Internet Protection Act. June 23 and June 30 are the last two announced decision days remaining in this term, but it could of course be carried forward or have cert dismissed as having been improvidently granted.

CUBA -- A program "Libraries and Librarians in Cuba" will be held on Saturday. ALA received a grant to bring 5 Cuban librarians to Toronto to foster professional exchange and present a program. The librarians will be presenting papers on library education, library associations, outreach to the community, service to rural areas, and collections. The audience will be able to ask questions of the presenters about issues of interest at the end of the program. Some individuals, and an article in the Wall St. Journal, have expressed concern over the program and issues of freedom of access to information and freedom of expression in Cuba. IFLA's Committee on Free Access to Information and Freedom of Expression (FAIFE) recently issued a statement urging the Cuban government to eliminate obstacles to access to information imposed by its policies, and expressed concern over the recent arrest and long prison terms given to individuals, including some individuals who had opened up their own libraries to others. (<http://www.ifla.org/V/press/faife-cuba03pr.htm>) Council expects to receive at least one resolution on Cuba.

ALA WEB SITE - The problems in transitioning to the new ALA web site has generated a Council resolution regarding the archiving of ALA web information.

PRIVACY – The ALA Intellectual Freedom Committee has an Open Hearing to discuss Guidelines for Developing a Library Privacy Policy and ALA Meeting Rooms Policy on Saturday. A copy of the draft Guidelines for Developing a Library Privacy Policy, prepared by the ALA IFC, is available on the ALA website: <http://tinyurl.com/e9p7>

ERIC – ALA filed comments with the U.S. Department of Education regarding the Department's Draft Statement of Work for the redesign of the ERIC database and clearinghouses. The comments were a joint effort of the ALA Washington Office, ACRL, and ACRL's Education and Behavioral Sciences Section. The comments expressed specific concerns and recommendations for the new ERIC design. Council will have an ERIC resolution in front of it.

E-Rate – The E-Rate Waste, Fraud, and Abuse Task Force has posted a summary of the second meeting of the WFA TF on the Schools and Libraries Division (SLD) web site. ( <http://www.sl.universalservice.org/taskforce/update2.asp> ) Library representatives of the task force are seeking comment and input on the report. Most of the issues addressed in the report are ones where consensus between E-rate applicants and E-rate providers was easy to obtain. The TF is now looking for feedback on issues not yet addressed including, but not limited to, caps on Internal Connections equipment, changes to the discount matrix for Internal Connections, the role/usefulness of Technology Plans as part of the application process.

Surveillance Oversight and Disclosure Act – On June 11th, Representatives Joseph M. Hoeffel (PA-D), Sam Farr (CA-D), and House Judiciary Ranking Member John Conyers (MI-D) announced their joint sponsorship of H.R.2429, the Surveillance Oversight and Disclosure Act. This bill would require greater reporting by the Justice Department on USA PATRIOT Act activities, including special reports about how library records are obtained and used. As the main author of the bill, Rep. Hoeffel was concerned about how the new authorities granted to the Justice Department by the USA PATRIOT Act were being used. Numerous congressional representatives have complained about the lack of information from Attorney General Ashcroft. The bill has 17 co-sponsors. This bill is comparable in most aspects to S. 436, the Domestic Surveillance and Oversight Act, introduced by Senators Leahy (VT-D), Grassley (IA-R), and Specter (PA-R).

Freedom to Read Protection Act of 2003 – H.R. 1157, the Freedom to Read Protection Act, now has over 100 cosponsors, including 12 key Republicans. H.R. 1157 would return the standards for the FBI to get a court order for business records from libraries and booksellers under the Foreign Intelligence Surveillance Act (FISA) to those that obtained prior to the passage of Section 215 of the USA PATRIOT Act.

Library and Bookseller Protection Act – S.1158, the Library and Bookseller Protection Act, was introduced by Senator Barbara Boxer (CA-D) on Friday, May 23. S.1158 ensures that libraries and bookstores are subjected only to the regular system of court-ordered warrants. S.1158 has some similarities to H.R. 1157 in the House.

Taskforce on Removal of Government Information – The TF on Removal of Government Information has submitted its report and recommendations for addressing library and access to government information Issues following September 11th to the Committee on Legislation and the Government Information Subcommittee, which will be addressing these subjects at the Toronto conference.

Also on the ALA Board OR Council Docket are:

At their first meeting on Friday, June 20, the ALA Executive Board will hear the Report of the Steering Committee, 3rd Congress on Professional Education: Focus on Library Support Staff. Chair Julie Huiskamp will be reporting on findings and recommendations.

The Development Office is currently working with the ALA Executive Board members and Development Advisory Group members to draft a three-year strategic plan for ALA's fund-raising and development efforts, and will begin discussing the plan at Annual Conference. Following Annual Conference, the Development Office will involve divisions, offices and other units as they prepare a draft for discussion at the fall meeting of the ALA Executive Board.

At the ALA Council, the Web Advisory Committee reports at Council I (Sunday), the 2nd Core Values Task Force at Council II (Tuesday), and the Committees on Legislation, International Relations, Organization, and Intellectual Freedom all at Council III (Wednesday).

Portions of the above include text prepared by Mary Ghikas.

*g. Conference Site Committee – Ellanie Sampson, Chair*

The work of the Conference Site Committee has been completed. The 2004 mini-conference is scheduled for the Convention Center in Roswell for Friday, October 8, 2004. The 2005 NMLA annual conference is scheduled for the Convention Center/Doubletree in Albuquerque on Wed-Thur-Fri, April 13-14-15, 2005. All contracts and agreements should have been sent by those agencies to Eileen Longworth, President of NMLA, for signature.

It has been a pleasure working once again with NMLA.

*h. Education Committee – Julia Clark*

Kathleen Knoth has assumed leadership in compiling a state-wide registry of individuals who are available to train library support staff.

Vaunda Nelson and Lori Snyder each were awarded \$100 from the Continuing Education Grant Fund.

The brochures on the Marion Dorroh Scholarship are being updated as is the information on the NMLA website. The Committee asks all NMLA members to alert potential candidates for the Dorroh Scholarship to submit applications.

Financial support for the Marion Dorroh Scholarship is welcome. Because income has declined, this year the Scholarship was reduced to \$2000 from the previous amount of \$2500. When members renew their NMLA membership, a donation can be included. Tax deductible contributions also can be sent to:

Marion Dorroh Scholarship – NMLA  
P O Box 26074 Albuquerque, NM 87125

*i. Conference Program Committee Report – Anne Lefkofsky (co-chair) (Committee members: Stephanie Gerding, Dinah Jentgen (co-chair), Cassandra Osterloh, Ellanie Sampson)*

1. The Program Committee and LAC group met jointly in late September. Details, plans, logistics and strategies were shared.

2. The call for 2004 Conference program proposals closed on September 15. As of then, the Committee had received 80+ formal and informal proposals. Academic, school and general program submissions were strongly in evidence. Committee member have been reviewing the submissions, and are in the process of making selections. Decisions and approvals should be in place by the end of October. Key components of the evaluation process will be the proposed content and costs associated with each program.

3. Session highlights will include the main keynote address by ALA President-Elect Carol Brey-Casiano, and a 2nd keynote address by Deanna Marcum -- National Librarian at Library of Congress.

4. We will likely have more than 3 preconferences scheduled this year, plus a number of longer (2 hr.) programs.

5. As soon as we've approved programs, the Committee will work out the program schedule. Once this is in place speaker agreements will go out -- likely in mid-November.

6. Jan Wright will be unable to provide program design services. Thanks to Heather Gallegos-Rex for arranging with her colleagues at State Library to take on this task. The preliminary program will go to the printer in January.

8. Other Business

- a. Earl is working on nominations for the upcoming ballot for VP/President Elect, secretary and two members-at-large. Please send suggestions.

Next meeting will be in Socorro at the NM Tech library on January 16 at 1 pm.

Motion to adjourn the meeting was made and seconded. Motion passed. Meeting adjourned at 4:15.