New Mexico Library Association
Board Meeting
October 27 2005


Meeting called to order: 1:01 pm.
The motion to approve the agenda was seconded and passed.

Approval of the Agenda:

There was a motion to accept the Minutes of the August 2005 Board meeting with two modifications: 1) correct the dangling prepositional phrase on page 8 and 2) add a note that the listing of SIG Chairs reflects what was reported at the meeting.
The motion was seconded and passed.

Secretary's Report:

Electronic Board Activity

On October 12 2005, Kathy Matter announced that the Board approved Naomi Miles to assume the Member-at-Large position on the Board vacated by Julie Miller.

On October 13 2005: Lori Grumet moved that NMLA lend its full support to pursuit of the Library GO Bond 2006, a bond to provide increased support for libraries to provide current and quality resources to the citizens of New Mexico through funding packages of 18 million for School libraries, 18 million for public libraries, 15 million for academic libraries and 2 million for statewide library support through the New Mexico State Library, for a total bond package of 53 million dollars, measure to be place on the November 2006 ballot for voter approval.

Thaddeus Bejnar moved to amend the motion to simplify it to: “Resolved: NMLA supports the Library GO Bond 2006 initiative in principle, and will consider financial support at its next board meeting.
The amendment to the motion was seconded.

Lori Grumet opted not to accept the amended version of the motion.

The deadline for the vote was October 19. The Board failed to respond within the stated time limitation. The vote on Lori Grumet's motion in support of the 2006 GO Bond initiative to be presented to the LESC is closed, with the voting recorded as: Yes – 3; No - 0

The motion died and the Bond Committee was unable to report to LESC that NMLA supports the 2006 Bond initiative.
Treasurer’s Report

The 1st Quarter financial report indicates typical modest activity in both income and expenditures. Income for 1st quarter is $6,254, including $3,982 from membership dues (26% of projected total). Expenses for the 1st quarter are $5,772.53.

Current operating fund/checking account balance is $22,019.07, as of 10/26/05.

There have been adjustments in the FY05 summary budget report submitted at the previous meeting that should be noted and clarified. Late-paying conference fees added $444.50 to income, and a significant late invoice for conference AV services added $5064.25 to expenses. These amounts should have been reported in the statement of financial position, but this accounting was somewhat lost in the transition to the new treasurer position. I will post a revised FY05 final budget report to the web site that reflects the final 05 budget figures.

In consultation with Lorie Christian, NMLA Administrator, we have continued our association with Harold Dotson, CPA in Socorro, for accountant services for FY 06. These services include tax filings and compilation reports. Lorie and I have provided the accountant the appropriate fiscal materials for FY05.

I have been asked, and have agreed, to serve as treasurer for the 2007 NMLA/MPLA Joint Conference.

Lorie has purchased and implemented the new accounting software, Quickbooks for Nonprofits.

Respectfully submitted: Joe Becker, NMLA Treasurer

Mini-Conference Report:

This year’s Mini-Conference has 59 registrants. 125 were projected. The Committee believes that increased fuel costs and the location were obstacles to increased participation.

During the discussion Board members commented that:
  Many potential attendees have to justify attendance and need printed programs.
  Publicizing Mini-Conference offerings would have increased interest.
  In the future, we can tie SIG activities to the Mini-Conference.

Mary Ann Molinas did an outstanding job of assisting in the planning of the Mini-Conference. Kathy Matter will write a letter to Ms. Molinas’ supervisor in appreciation of this support. A gift also will be purchased.

Dates for the Silver City Mini-Conference will be presented at the January 2006 Board meeting.

Public Relations Committee Report

Newsletter
The electronic Newsletter now is available and is password protected. This is a benefit of membership. Approximately 85 print copies are being produced to honor members’ requests/needs.

Emails will be sent to the Discussion List to update members when a new issue is available with a reminder about the password.
Photo Contest
There were a total of 6 entries. The Membership Taskforce has decided to go in a different direction for a recruiting brochure and the submitted photos will not be used. Each member that submitted an entry was sent a note to this effect and a $5 Hastings gift card in appreciation of the participation.

Rudolfo Anaya Interview
An interview was conducted with Mr. Anaya on Saturday Oct. 1, in conjunction with an Albuquerque Readfest event. The interview was published in the most recent issue of the Newsletter. Several of the quotations from the interview would make great additions to the proposed Membership Recruiting Brochure.

Membership Task Force
The Chair of the Public Relations Committee, Linda Morgan Davis, was asked by President Kathy Matter to serve on this Taskforce. To date there have been 2 meetings. A DRAFT Membership/Recruitment brochure has been prepared and will be a discussion topic at the October Board meeting.

Working On:
- Membership Taskforce and creation of a brochure
- Mini-Conference Publicity
- Solicitation of program proposals for the Annual Conference in Farmington.
- Contact with:
  - Arizona Library Association
  - Utah Library Association
  - Colorado Library Association

Submitted on behalf of the Committee: Linda Morgan Davis, Chair

Points made during Board discussion:
At the August meeting, the Board agreed to offer a 50% reduction in membership costs through February. So far at least 20 have joined through this program. In January, the percentage of new memberships will be reviewed and a decision will be made whether or not to continue this program.

The Membership Task Force recommends that the organization have a new face. Developing a new logo will be part of this process. Grant funding is being sought from the Library Foundation.

A New Members Reception is proposed for the Conference.
A prototype of a new brochure was distributed.
A new dues structure was proposed and discussed. The Task Force will revise their proposal based on input from the Board. In order to make a change in the dues structure, notification of the membership must occur and a vote would be taken at the General Membership Meeting. This process mirrors the process to change the by-laws.

The newsletter will be the primary vehicle for sharing information on dues structure changes with the membership.

Fundraising: The Board approved a Task Force to be chaired by Linda Morgan Davis to explore fundraising strategies. Members will be from the Website, Newsletter and Public Relations committees. There was brief discussion of an online store and selling ads on our website and in our electronic newsletter.
2007 Conference Site Committee/2007 Conference Task Force Report

On September 15 the 2007 Conference Site Committee sent information to the NMLA Board via email recommending the Hyatt Regency for the 2007 Conference. Since the time of that recommendation the Hyatt Regency’s Sales Manager has left the organization and the level of professional service in the sales office has declined dramatically. On October 7th, the Hyatt rejected NMLA’s Site Committee’s recommended changes (lowering the number of sleeping rooms to 100 rooms per night).

With the Hyatt’s rejection of the contract, the Conference Site Committee has begun a full investigation of the second choice location, the Albuquerque Convention Center. NMLA currently has the Convention Center reserved for March 13-16, 2007. The contract for the Convention Center will be available for signature in March of 2006. Until March 2006 there is a possibility that the meeting could be “bumped” for a “city wide” convention. Even if the meeting is displaced by another convention, there is currently room in the Convention Center’s schedule for moving the NMLA conference to other dates. Carol Chavez at the Convention Center will contact us if any conflicts are looming. Hotel options are being investigated.

Kathy Matter has formed a Task Force for the 2007 conference. Task Force members include Valerie Nye (chair), Anne Lefkofsky (arrangements), Cassandra Osterloh (program), Linda Morgan Davis (publicity), Joe Becker (treasurer), and Lorie Christian (administrator). Members of the committee met on September 27th to discuss the Hyatt contract, second options for the conference site, and “next steps.”

Next Steps for the 2007 Conference include:

- Creating a budget for the conference
- Contacting the Wyoming Library Association following the MPLA conference to debrief them on their conference experiences.
- Begin publicizing the 2007 conference. Have a table and/or provide information about the joint conference at the 2006 conference in Farmington.

Respectfully Submitted,
Valerie Nye

Board Action: Quotes for Event Cancellation Insurance are being requested.

Annual Conference Report

Status of Conference Preparation Tasks.

Written agreements for vendor, programming and event venues: NMLA has received no contracts, letters of agreement, MOUs or other documents from the Farmington planning team with which we can commitment to conference venues. At our July planning meeting, Karen McPheeters agreed to gather together and submit this documentation for Board approval in a timely manner. She has reported reserving space for events at the Totah Theatre and the Casa Blanca Inn.

Program Committee: The call for proposals went out prior to Labor Day, with the original deadline slated as October 14. To capture participation from MPLA conference attendees, the deadline was extended to October 25. Initial announcements were sent to NMLA list and The Hitchhiker, with the Publicity Committee sending out additional communications to other local and regional listservs. As of Monday, October 24, 47 program proposals have been received. The Committee will meet in early November to evaluate proposals and programming options. Karen
McPheeters is also working with local talent to plan pre- and post-conference sessions. Valerie Nye (College of Santa Fe) and Donna Cromer (University of New Mexico) have joined the committee.

**Vendors:** Lorie Christian reports that as of Monday, October 24, 10 vendors have reserved booth or table space in the exhibits area.

**Budget:** Revision and finalization of the budget have not been completed – pending delivery and approval of written agreements. At this time, it is unclear what our financial commitments will be in taking the 2006 Conference forward.

**Local Arrangements and Related Planning:** We have a framework in place for both programming and allied Association events from the July meeting in Farmington. This should still stand – with the incorporation of several changes requested by the Program Committee that have the Conference Chair’s support. It appears the Farmington library community has various preparations underway, but communication has not been strong in reporting on this progress. Due to the scheduling needs and commitments of staff at the Farmington Public Library, a general planning meeting slated for late September was cancelled. The session has not been re-scheduled at this point.

**Website:** Our plan had been to introduce the conference website after vendor packets were distributed. Given other pending projects and deadlines, this launch has been delayed.

Submitted by: Anne Lefkofsky – 2006 Conference Chair

**Board Action:** It was determined that Board members will join Kathy Matter in a trip to Farmington to discuss concerns over the 2006 Conference with Karen McPheeters and other conference planners. Documents and information pertinent to the conference, including specified deadlines, will be requested prior to the meeting date.

**Program Committee**

Anne Lefkofsky proposed the following revision of the duties and responsibilities for the Program Committee. The goal is to create a long term and comprehensive view of the committee’s work and to strengthen the ability of the committee to serve as a resource to other groups within NMLA and to provide programming for the conferences. It also is hoped that streamlining the duties will reduce committee members having to “reinvent the wheel” each year and as a result, reduce burnout. Additionally, the committee’s role as a clearinghouse would be strengthened.

**Board Action:** The Bylaws Committee will review the proposed draft and make a recommendation to accept or change this proposal at the January 2006 Board meeting.

**Awards Committee**

Thanks, in part, to an article in the latest newsletter, we have received two nominations each for Library Leadership and Honorary Life. We will send out another reminder in November to the entire membership that the deadline is December 9.

We received a request from David Giltrow regarding a special award. I have attached his text below. Since we are trying to become more flexible in our awards, I would ask the board to discuss his suggestion at the meeting.

“Rep. Tom Udall has taken strong and sustained leadership in the US House of Representatives to alter the USA PATRIOT Act in supporting libraries and librarians against the undemocratic provisions which are directed at library patrons, libraries and librarians. He held a well-attended
public meeting on the topic at the NMSL in early summer. Some 45-50 people attended, mostly librarians. Tom also brought it up at other venues, including radio talk shows.

He is not eligible for the NMLA Legislator of the Year award since he is in the US Congress rather than the NM State Legislature. Is it feasible to propose him for a Special Award recognizing his leadership in this area (he voted against the PATRIOT Act when it first came up in 2001 so he is not a Johnny-come-lately to the issue)? If there is room for this within the NMLA awards scope, I would be able to prepare a formal nomination, likely working with the co-chairs of the Legislative and Intellectual Freedom Committee and others. Best regards, David

Respectfully submitted: Dinah Lea Jentgen, Awards Committee Chair

Board Action: It was moved and seconded that the Awards Committee be authorized to recognize Representative Tom Udall with a special award. The motion passed.

MPLA Representative Report

Possible Grant for NMLA - The Mountain Plains Library Association offers grants to state associations for pre-conference programming. If interested, NMLA can apply for an MPLA grant to help support pre-conference programming for the March 2006 conference. The deadline for grant applications is January 1, 2006.

Purpose of Grants
Grants are awarded to encourage opportunities for continuing education for the MPLA membership through pre-conferences at the annual meetings of state associations in the region. If a state does not offer pre-conference programs, that state can be awarded a grant for a presentation of comparable significance during the conference. (Board of Directors 4/3/81)

Value of Grants
1. Grants of up to $500 will be awarded to state associations.
2. Funding available to satisfy the grants is appropriated by the MPLA Board of Directors each year at the annual budget approval meeting.

Requirements for Application
1. Applications will be accepted in the name of a state library association, information services association, or a unit thereof, which is affiliated with MPLA.
2. Submission of the application must be authorized by the Board of Directors or governing committee of the state association in whose name the application is placed.
3. As part of the application, the applicant must submit a narrative statement describing the proposed pre-conference program and an itemized budget of expected expenses.
4. The Mountain Plains Library Association must be identified as an assisting agency in pre-conference publicity and during the pre-conference.
5. The application should be accompanied, whenever possible, by printed materials, such as publicity releases or samples of mass mailings, which describe the program.

Evaluation of Grant Applications
1. The value of a grant application will be judged by the members of the MPLA Continuing Education Committee on the basis of:
   a. Potential educational value for the intended audience.
   b. Degree of current need for training, study or evaluation in the subject area of the proposed pre-conference.
   c. Professional level of planning for implementation of the proposed pre-conference.
d. Potential benefit for the members of the Mountain Plains Library Association.

Conditions of Grant
1. MPLA members attending the pre-conference must receive at least a 15% reduction in any pre-conference registration fees.
2. Officers of the recipient association must agree to give the MPLA Board of Directors, through the Continuing Education Chair, an evaluative report of the pre-conference program as it occurred. For benefit of the MPLA membership, the evaluative report may be published in the MPLA Newsletter or other publications.
3. Upon receipt of the complete evaluative report by the Chair of the MPLA Continuing Education Committee, the MPLA Executive Secretary will be notified to mail the grant check.

The application for the grant is online at:
http://www.usd.edu/mpla/committees/contined/grantstate.html

MPLA Board Meeting October 12 and Annual Meeting October 14, 2005 – The MPLA Board voted to disband the MPLA Executive Board and Member Listservs as of November 1, 2005. Several years ago MPLA purchased software called Member Clicks. Member Clicks allows members to create mailing lists. MPLA will use the Member Clicks list formation in order to distribute information.

In September Joe Edelen announced his resignation from the position of MPLA Executive Secretary after 32 years in that position. During the conference Joe was awarded an honorary Board Choice Award, was presented gifts, and the association accepted a resolution outlining Joe's accomplishments.

The board has appointed Judy Zelenski as the interim. Her contract is for one year. Her duties over the next year include creating a handbook for the Executive Secretary position and a time study of the Executive Secretary's duties.

MPLA is continuing forward with the reorganization of the association. The membership voted to accept the recommended restructuring as outlined by the Task Force for Reorganization and voted to accept bylaw changes that will allow the organization to move forward in its reorganization.

In accordance with the reorganization, the March MPLA Executive Board Meeting will be an online meeting, and a full transition of the reorganization will take place in April of 2006. All MPLA Sections will dissolve in April and will transition into Electronic Communities.

MPLA membership voted to accept a dues structure change. The change was necessitated by the organization's transition into taking credit card payments for membership dues. The new dues structure is as follows:

Retired Librarians, Students, Trustees: $15
Earning up to $30,000 a year: $40
Earning $30,000 to $50,000 a year: $55
Earning $50,000 and above: $65

These dues will allow the change to be cost neutral to MPLA and are in line with what other state and regional organizations are charging for membership dues.

The Wyoming Library Association/Mountain Plains Library Association was a huge success. The committee had budgeted for 315 attendees. At last count 479 people attended the conference with 138 MPLA Members attending the conference. These figures are pre-conference figures as
of October 3rd. The numbers are expected to be higher. The conference was webcast and will
be online until mid November at:  http://www.tclib.org/mpla/

Respectfully Submitted:  Valerie Nye

Legislation and Intellectual Freedom Committee Report

2006 GO Bond:  Omar Durant & Elizabeth Haskett, Co-Chairs are on the 2006 GO Bond Task
Force Committee.

Omar scheduled Committee members to speak at an LESC meeting on October 19th and the
response at the meeting was positive. We believe LESC will introduce legislation supporting our
efforts.

Elizabeth Haskett re-established the Regional Coordinators group.

Eileen Longsworth, Chair 2006 GO Bond Task Force will facilitate a program on the GO Bond at
the mini-conference.

Library Legislative Day: Library Legislative Day is set for Wednesday January 25th. We will meet
at the State Library at 8:30 a.m., have a short meeting and then go over to the Roundhouse. Our
press conference is from 1:00 until 2:00.

Banned Books Week: The LIF Committee co-sponsored a panel discussion with Judith Krug,
Director ALA’s Office for Intellectual Freedom, as the keynote speaker.

Submitted by:  Elizabeth Haskett, Co-Chair

Board Action:  It was moved and seconded that NMLA supports the efforts of the GO Bond
commitee to fund libraries with bond money in 2006.  The motion passed.

Bylaws Committee Report

The Committee recommended changes to Gray Book Sections 260, 325, 350, 370 and 600 that
reflect current practice.

It was moved and seconded to accept all changes proposed by the Bylaws Committee.  The
motion passed.  The updated versions will be posted on the website by Lorie Christian.

Nominations and Elections Committee Report

Heather Gallegos-Rex distributed a series of questions about the nomination and election
process to be discussed at the January 2006 meeting:

Gray Book / Procedural Issues

Because each Nominations and Election Committee Chair in recent memory has done
procedures differently and has handled the calendar in his or her own way, sometimes without
using Gray Book Bylaws and calendar guidelines, it might be time to examine those guidelines
and see if they are still useful or if change may be in order.

1.  Is it desirable to require 20 signatures for self-nominations when it is increasingly difficult to
    get candidates for NMLA offices?
2.  If yes to question one, where is the petition (form) that self nominees will need that is
    mentioned as available? Should that be part of the Gray Book as well?
3. Is the time between the October announcement of the slate and the January 1 postmark deadline for petitions too long?
4. Current Gray Book calendar says for Nov. 1 - "Information on official nominees and petition candidacy information must be distributed to members by this date."
   October info says "The mailing/article announces names of Nominations and Elections Committee candidates, and gives petition information and a form for nominating additional candidates."
   
   Question: what is the preferred method of informing members of the slate? *Bulletin* or *e-list*?
   Question: should not these dates coincide with publication dates for the new *Bulletin*?

**SIG Report - Battle of the Books**

Our SIG met on September 24, 2005
We discussed assignments for the coming year, briefly reviewed last year’s statewide Battle, and began planning for this year.

**Steering Committee Assignments**

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<th>Role</th>
<th>Name</th>
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<tr>
<td>Co-Chairperson (fiscal/financial)</td>
<td>Jan Pfaff</td>
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<tr>
<td>Co-Chairperson (communications/coordination)*</td>
<td>Sarah Geiger</td>
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<td>Site Chairperson</td>
<td>Melanie Templet</td>
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<td>Registration</td>
<td>Lorrie Stepetic</td>
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<td>Peggy Mace</td>
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<td>Charlene Greenwood (volunteer info)</td>
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<td>Web site</td>
<td>Cindy Hoffstotd</td>
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<td>Elementary Booklist*</td>
<td>Sally Storrs</td>
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<td>Middle School Booklist</td>
<td>Stephanie Eagle</td>
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<td>Robin Rodar</td>
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<td>Kirsten Johnson</td>
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<td>Elementary Questions</td>
<td>Rise Pappas</td>
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<td>Diana Zavitz</td>
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<td>Cheryl Inskeep</td>
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<td>Middle School Questions</td>
<td>Stephen Eagle</td>
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<td>Kirsten Johnson</td>
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<td>Volunteers for Readers, Timers, (Runners)</td>
<td>Charlene Greenwood</td>
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<td>Jane Garrett</td>
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<td>Corinne Stapp</td>
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<td>Awards and Prizes</td>
<td>Sarah Geiger</td>
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<td>Lorie Christian-Rio Rancho</td>
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<td>Sarah Geiger, Jane Garrett</td>
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<td>Delta Kappa Gamma?</td>
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<td>NMLA Conference</td>
<td>Corinne Stapp</td>
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<tr>
<td>Liaison to State Library and L of E</td>
<td>Robin Rodar</td>
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*last year in this particular assignment
?not yet confirmed
Battle of the Books Statewide Battle Date:   April 29th
Registration deadline:       April 5th

We are responsible for a literacy initiative that reaches young people throughout the state through the implementation of this program by school and public libraries.  We are additionally responsible for the culminating event, the statewide Battle of the Books, which is held in the spring on each year.

We are not yet sure of our Conference involvement for 2005-2006.

We hold 3-4 meetings per year.  We also communicate through our web site, through email, interschool mail, by phone, through “listservs” when possible, and by snail mail.  Our next meeting will be in late January or early February.

NEW MEXICO LIBRARY FOUNDATION REPORT

The current NMLF Board has the following members:  Richard Akeroyd, David Giltrow, Charlene Greenwood, Brian Iverson, Barbara Lah, Kathy Matter, Danice Picraux, Mike Puelle, Brooke Sheldon and Barbara VanDongen.

Presently the NMLF Board has openings for one non-librarian that would run until December 2007. There are also two openings for librarian positions that would run until December 2008.

We have started a newsletter for the Foundation. Copies will be available at the Board meeting for anyone wishing one.

In this cycle of competitive bidding for the NMLF grants we had 13 applications. Most applications were requested at the $1,000 level that is our maximum.  Having only $4,000 available, we will only be able to give four. We are in the process of elimination and will complete our review at our next meeting on November 14.

We have had our website fixed so that all grant applications should now work online. We are also in the process of revising the application and guidelines. The essence will be the same, but the process should work better. The plan is to have it on our website in early December for the January 15 deadline.

Our grants are based on our level of donations from the previous year so fund raising is becoming even more important. The Board is currently working on trying to raise more funds. Two of our annual efforts are at the annual and mini-conferences.  At the Tucumcari mini-conference we will be having a drawing for a piece of Zuni pottery.

Submitted by:  Charlene Greenwood, Chair

Old Business

An Editorial Committee for the electronic newsletter consisting of Lorie Christian, Anne Lefkofsky, Linda Morgan Davis and Alice Robledo was formed.

It was moved and seconded that the work of the Editorial Committee be codified by the Bylaws Committee. The motion passed.

A discussion of limiting access to the electronic newsletter through passwording will continue at the January 2006 Board meeting.
New Business

A proposal to establish a joint State Library and NMLA Committee to work on the 2012 New Mexico Centennial was e-mailed to Kathy Matter.

Board Action: It was moved and seconded that this discussion be postponed. The motion passed.

Kathy Matter announced that effective September 14, 2005, Barbara Edwards will be the new NMLA Archivist. She currently is working at ENMU-Ruidoso. The archives will remain at the State Library because the 5 filing cabinets owned by NMLA will be problematic to move and to house. Making our archived materials part of the State Archives was mentioned.

The meeting adjourned at 5:00 p.m.