

NMLA Board Meeting, June 10, 2011

Quorum was achieved with these members present:

President, Mary Tsosie; Vice President, Tina Glatz (via electronic connection); Treasurer, Norice Lee; ALA-APA Councilor, Paulita Aguilar; Member at Large, Janice Kowemy, Member At Large, Mildred Walters; and Member At Large, Linda Keulen

Vote to add item regarding strategic plan to the agenda: Norice Lee, motion, Paulita Aguilar, second

Vote for Approval of agenda: Paulita Aguilar/Tina Glatz motion, Norice Lee, second

Officer reports

Note for Secretary-Robin Need minutes for newsletter

#### **President's report-activities included**

- Rested after conference
- Appointments to committees and chairs, really interesting
- Need more members, esp. publicity, awards
- Legislative completed, Marion Vigil, Barbara Lovato
- Intellectual committee-opted to stay on, several new members, same for education
- Held budget meeting, Norice, Tina, Mary & Lori met at T or C, very productive, provide for zero balance budget, pleased that Tina was there and where we stand with budget
- Lastly, thinking about getting NMLA back on its feet, goal to replace \$10000 in checking, personal goal to do this

#### **Vice President Report-activities included**

- Went to budget meeting, thank you to all participants
- Focus on getting money in account
- Annual conference schedule April 11-13 in Las Cruces
- Working on theme
- Hoping for focus with Centennial
- As site conference chair, no mini conference site yet
- Hope for IAIA Santa Fe site kept coming up, possible no charge for campus use
- Also working with Los Alamos lab
- Schools with winter break, trying for schools with fall break, sent out message to ASL Sig list, so looking at October weekends

Ben Wakashige mentioned the State Library facility was available

- Big conference room and 4-5 break out rooms
- Lab has 18 stations, maybe bring your own laptop,

- Ben with check with state, 21<sup>st</sup> or 28<sup>th</sup>, 21<sup>st</sup> most likely
- Note for Janice and Mildred, Linda (members at large for conference, don't forget no budget)

Lori-please send out timeline for members at large for planning timeline

### **Treasurer's report**

- Budget handout provided
- Focused on annual conference budget, still waiting on a few conference expenses to come through and match
- Noted importance for incoming president (Tina) to be involved for budget
- Proposed budget on new annual \$64,500
- Total proposal, \$92,702.00
- New SIGS, resource sharing & academic and technology, PAC for bonds for libraries

Joe commented PAC will need more in next few years, in current budget, website should only be \$100 not \$400

- Legislative committee met and requested \$750 total for activities with the understanding much larger request in an election year
- Check on paperwork for SIGS for Norice
- Make budget a little smaller

We accept budget as proposed Tina, moved

Mary, Mildred and Linda second

- Discussion-Norice, approve the administrator contract

Norice- consider an increase for Lorie, increase to \$19,200

Table discussion of final budget, vote by email

Motion, approved, no nay

- Now an amendment re: administrator's salary to \$19,200

Tina second

Discussion-need to find \$1200 in budget

Vote-all ayes, it's approved

Address, approval of administrator contract, review via email

Motion to approve, contract as amended: Paulita move, Janice second

Motion includes that increase, from \$1500 to \$1600 a month

Vote, ayes, administrator contract is now approved

Announcement to Lori, amazing job for organization, approved contract and salary up to \$19,200

Budget, \$1000 to SIG PAC would be appropriate instead of \$1600

Norice, moved, Janice, second

Discussion, Joe will cover website and planning for statewide campaign

Vote-approved, passed

Need to increase revenue and decrease by \$600, maybe in dues, a place to consider

Decrease \$150 from ASL, \$100 from NALSIG, \$350 off of ALA councilor budget (page 5)

\$1250 total

Norice, motion, to balance proposed budget, amend the following budget line items

Noted above, give new totals, Mildred seconded

\$600 for PAC, \$400 for website, total \$1000

Vote-approve, aye, no opposed, budget is passed

### **ALA-APA Councilor Report**

- Upcoming Meeting in New Orleans, after meeting takes place she'll send out notes

### **Member at Large Report, Mary Ellen, not here, via phone**

- Rural libraries SIG is defunct
- Follow-up whether other SIGs are as well, Mildred?
- Noted no response from NM History SIG
- NALSIG report
- Meeting at NALSIG at NMLA conference and then June 17, will elect new officers
- Tribal library representation at state library research committee, next week and GO bond committee
- Upcoming Fundraising event, July 22 Golf tournament, maybe in October too
- Money is made through sponsorships, \$300 to \$2500
- Poster with event information handed out
- Contacts with Zia graphics help too
- Golf course Isleta Eagle Golf Course approached them for event
  - Help volunteers, putting together string backpack, promo items, put in NMLA donation slip
  - Send announcement to HITCHHIKER

#### Member at Large report-Linda

- Look for email report
- Steering committee meeting last week, Best practices
- Met re: GO bond, thank you to Joe Sabatini
- Other visit events
- Budget for \$1500
- Working on search committee for state librarian
- Fall workshop to meet with new person in Santa Fe
- Battle of the Books, future support level unknown
  - Silver City, issue with year-to-year contact
  - Supposed to be chair and a treasurer, treasurer controls checking account
  - Clarify that registration fees are their own grants carry over from year to year, Lorie keeps track of it
  - Get more state participation, needs more Promotion
  - Examples, Public libraries support home school teams

#### State Library report-Ben Wakashige interim State Librarian

- Reported on current state librarian search, search committee made up of different folks across the state and types of libraries
- Note the state of NM does not pay for interviews, and they do not pay for moving expenses
- Governor appointee, vetted through their office, not sure of when they will be here, hard to say
- Suggestion-Delegation from NMLA should meet with new librarian as soon as possible, Ben will assist with transition
- Launched summer reading program, kick off at Espanola, NM
- GO BOND distribution, estimates for public and tribal libraries have been distributed
- Continue to fund Magazines Online, includes, Opposing Viewpoints and Chiltons
- Making commitment to expanding Continuing Education program, try to revitalize it
- Any questions
- Put the librarian on the agenda for every meeting
- Webjunction conversation, any interest in it?

#### **Committee reports**

##### Awards committee-Tamara Sandia present

- Awards were given out at the conference and it went well, noted that Ben and Linda were recipients

##### Bylaws committee

- Letter provided to Marian, look at reviewing laws and the manual
- Action plan for the board

Lorie recommended an agenda item to revise gray book, to revise conference planning section, and go to the bylaws committee to have these worked, Joe Sabatini will help.

Discussion-Also provide a timeline to get things done

Note, each person should do this for their position

Joe-suggest that all past vice presidents contribute to the conversation

Archives committee (letter submitted by Barbara Edwards)

- NMLA archive items, non-profit papers with a deed of gift, call after July 1, 2011 (SW Center of UNM could too)
- This would assist with the fact that Barbara Edwards is running out of space
- Joy pool at State Library, give criteria and go through it, but she needs the go-ahead
- Ask Barbara to work with Joy Pool; Joy can contact Barbara and they can work it out

Lorie comment-digitize items when we are financially able

Conference committee

- Annual conference site already set for Las Cruces

Education committee- Kevin Comerford (via phone)

- Sent report online, not much to report, committee has added three new members
- Approved one more grant for Tina Glatz
- Current balance of \$300 Continuing education grants
- Continue to be chair
- Norice-will send out revised budget and look for amount there

Lorie-a questions regarding procedures handbook, do awards only go to members or can anyone apply for them, working off of assumption only members

Kevin-He thinks it's in gray book that it is members only, should amend if it's not

Kevin will go through his section of gray book and if it's vague regarding membership requirement for aware, he'll forward issue to Bylaws committee

Joe-reading from gray book, it states members and their coworkers

Lorie-third paragraph reference, thinks it should be proposed to change it and board votes on it

He'll review what's there and discuss with committee and then bring recommendation to bylaws committee

Include Marian Dorroh scholarship membership requirement in review

Tamara-suggest a pin for new members

Mildred-suggested if you are a scholarship recipient, service requirement on NMLA committee

Again committee to look at , might help with giving member benefits section (note)

Intellectual freedom committee

- Drs. Ortego are pleased to co-chair again

Legislation committee-Joe Sabatini present

- Please check your email for report
- Met May 20, 2011, had thorough discussion of issues related to bond issue, what to ask for
- Will ask for \$29.6 million, apportioned to schools, 35%, public 30%, academic 30%, and tribal libraries getting 5%; await what Legislature will go with
- Transition of PAC to SIG
- Mention the need to continue to fund lobbyist
- NMCAL, NM MUNICIPAL LEAGUE, NALSIG and AASL continue to advocate for their relative issues
- Continue to have library Legislative day in late January/early February in Santa Fe
  - Apply for a table in rotunda
  - Spots open in September
- Continue to participate lightly in ALA legislative day, bring back info
- Delegation from Legislative committee, meeting, August 17<sup>th</sup>, Red River, for LFC

Membership committee report-Tammy Welch

- Membership numbers are staying relatively steady (note from emailed report)
- Contact members re: upcoming new SIG for Academic interests

Tamara-commented on the need to partner with outside vendors and commercial memberships

Mary-Public relations in general needs a boost

Note-Vote on exhibitor fees that Lorie mentioned; can vote by email

Other reports, chairs not available, check email for reports

Old Business

- Need to vote on SIGS
- Merrill lynch money

New business

Approve administrator's contract

Norice-commented on need to have paperwork and then vote on them via email

Resource Sharing-submitted by Jivonna Stewart

Technology-submitted by Tina Glatz

Academic-submitted by Tammy Welch

Discussion-How do members know about these efforts?

- Put out on listserv
- Links in new web homepage
- And send to Hitchhiker

Ben-mention NMCAL needs to be aware of SIG, also NMARL group, for historical purposes

Task force for school libraries

- Special committee, Linda will find out and let them know, Joe-they may have overlap with taskforce and ASL sig

Mary Alice

- New charge topics, probably ask for help
- Will write it up and send it out and make appointments
- Fundraising example, Macy's event, August 27, Shop for a Cause
  - Organization sells \$5 tickets, ticket buyers online and in store
  - Motion Paulita to investigate, Norice, second
  - Discussion
  - Approved
- Awards banquet, discussing its benefits and costs
- Mary Alice, it needs to remain
- Awards committee and Conference committee will review and make a recommendation
  - Report back to Tina
  - Harder to get people to dinner, need to think on it and change
  - Whether it could be a breakfast or something else
    - Reception or dinner
    - Discussion via email

Recommendation to have action plan from board members, not just reports, how really serving members, something that creates part of liaison duty

Discussion-What do people think?

Mildred-commented good idea, never even met her SIG people

Mary Alice-commented the last strategic plan ended in 2008

Norice-commented we should have a strategic plan to address priorities, develop Member at large role, typical strategic plan items, and that would help with continuity between presidents

Serious and important issues that we need to address

Tina-mentioned that past president Dan Kammer had established a committee to examine that

Mary Alice-commented to do it as a board, look over old strategic plan, all of our input, rather than committee, could ask membership as a whole too, what are top five priorities, what's important to membership

- Questions to Tina, she'll make survey available online
- Board make questions too
- No motion needed

Merrill Lynch

Norice, makes motion to transfer \$6000 from account to checking account, leaving about \$4000 in Association account

Janice second

Discussion-none

Vote-Passed

Vote on exhibitor fees, keeping them the same, \$450, table \$200, nonprofit, \$50

Norice motion, Paulita, second

Discussion-none

Vote-passed

Adjournment

Paulita, motion to adjourn

Norice, second

Meeting adjourned