

**Minnesota Library Association
Board of Director's Meeting Minutes
April 21, 2006 11:30 a.m.
MLA Conference Room**

Present: A. Betcher, R. Byrne, A Hokanson, H. Hoks, S. Lederer, M.Moulton Janssen, C. Olson, M. McGraw, M. McPeak (by videoconference), V. Peters, W. Wendt

Also Present: Barbara Vaughan, Suzanne Miller

1. The meeting was called to order at 11:45 a.m.
2. Welcome and Introductions
3. Adopt Agenda
4. Approval of March 2006 Minutes
 - a. Hoks/Byrne/carried.
5. Financial Report (Hokanson)
 - a. LSTA grant funds are listed in the income statement but still need to be disbursed.
 - b. Memberships continue to come in. The goal is to be 12% above 2005 memberships.
 - c. The group discussed the role of the Board regarding changes to the approved budget. The Board needs to approve any unexpected changes to expenses and any major changes to budget lines.
 - d. Olson/Hoks/carried
6. Executive Director's Report
 - a. Vaughan distributed the draft conference program and website information.
 - i. The group discussed issues relating to the Mankato conference site. Vaughan will check other options, and will confirm sites for 2007 and 2008 with Betcher, Hoks and Moulton Janssen.
 - ii. The group discussed the 2008 conference in light of the 2008 PLA conference in Minneapolis.
 - b. Vaughan noted that ARLD Day has over 100 registrants and is expected to make money
 - c. Vaughan noted that she discovered that MLA has not been registering with the State as required, and is resolving this issue. She is also developing a master calendar to manage these requirements. This calendar can be provided to the Board.
7. Action/Discussion items
 - a. Legislative Committee (Lederer)
 - i. Lederer discussed plans for the upcoming Legislative Forum, which will be July 11 at the Como Conservatory.
 - ii. The group discussed suggestions on changes to the way the platform is developed, with the goal of making the platform development more accessible and flexible. They also discussed

- asking the Legislative Committee and the Continuing Education Committee to develop advocacy training.
- b. 2006 Nominating Committees (Betcher)
 - i. Tim Hayes is working on nominations and will have a slate of candidates by May 1. Online voting should be available in time for the elections.
 - c. Conference update
 - i. This was covered in the Director's report
 - d. Conference fees (handout provided)
 - i. Fees for the conference include the banquet and other meals. The conference is budgeted to make a profit.
 - ii. The group discussed raising the fees for non-members. This is planned for 2007, when more people are familiar with the membership deadlines.
 - iii. Motion to approve the conference fees. Wendt/Hoks/carried.
 - e. 2007 Conference Location (Vaughan)
 - i. This was covered in the Director's report
 - f. 2008 Conference/PLA (Vaughan)
 - i. This was covered in the Director's report
 - g. Policy on Use of Member Mailing Labels (Vaughan)
 - i. Between the March and April Board meetings, Vaughan received a request from a member for the MLA mailing list. The Board discussed the request by email and took a vote by email on March 31. The request was not approved. Those in favor were Olson, Lederer, Wendt, Byrne and Moulton Janssen; those opposed were Betcher, McGraw, McPeak, Hokanson, Peters, and Hoks. The Board asked that this policy be on the April agenda for further discussion.
 - ii. Vaughan noted that since the March request she had received 2 requests from vendors for the MLA mailing list.
 - iii. Motion: put this issue on the ballot for a membership vote. Olson/Moulton Janssen. After discussion, Olson rescinded the motion.
 - iv. Motion: postpone this discussion for 3 months to review the software needed for an online membership vote, with the list being unavailable to requests until the review is complete. Hokanson/Olson/carried. Moulton Janssen abstain.
 - v. Motion: MLA staff will conduct a survey within the next 3 months to determine member opinions on this issue. Byrne/Hokanson/carried. Those in favor were Byrne, Olson, Hoks, Wendt and McPeak; those opposed were Peters, Moulton Janssen, Hokanson.
 - h. Minneapolis Public Library opening on May 20
 - i. Betcher will send a note to MPL staff
 - i. May Board meeting

- i. Several members are unable to attend the May Board meeting.
Motion to cancel May meeting Olson/Hokanson/carried
 - j. Software proposal (Betcher, Vaughan)
 - i. The proposal for new membership software was provided to the Finance Committee before the Board meeting.
 - ii. Vaughan discussed the software product and costs. The software would allow for the website, ebusiness, billing, and financials, and membership management, and would cost approx. \$8300. It would also allow for online voting. The consulting and installation would cost up to \$25,000.
 - iii. Vaughan noted that there would be some cost savings in other areas with this system, since this software would absorb some items MLA currently pays for. She has also talked with the vendor about a 3-year payment plan for the software and installation.
 - iv. The Board discussed this proposal.
 - v. Betcher will work with Vaughan on a revised plan for the software package. This will go to the Finance Committee for additional discussion before coming to the Board for additional discussion.
 - k. Suzanne Miller update
 - i. Miller discussed the partnership with Web Junction, which includes Minitex and Metronet.
 - ii. The LSTA award notices were ready to be sent out.
8. Adjourn
 - a. The Board adjourned at 2:30 pm.
 - b. Note: McPeak left the meeting after item 7i.