

Minnesota Library Association Board Meeting Minutes

Thursday, November 18, 2011
10:00 AM – 12:00 PM

MELSA | 1619 Dayton Avenue, Suite 320 | St. Paul, MN 55104-6276

Present: Kirsten Clark, Robin Ewing, Mic Golden, Kathleen James, Michele McGraw, Kristen Mastel (for Kate Peterson), Judy Schotzko, Michael Scott, Carla Urban

Guests: Melissa Palank (Nonprofit Solutions)

Absent: Ben Trapskin (excused), Jenny Trushenski (excused)

1. **Call to Order** – Ewing called the meeting to order at 10:04 am
2. **Welcome and Introductions**
3. **Adoption of Agenda** – Addition of 8.4 **Scott moved to adopt the agenda as revised; James seconded – Motion passed**
4. **Approval of October 12, 2011 Minutes** – James moved to accept the minutes; Scott seconded – Motion passed
5. **Financial Report**
 - 5.1. **Monthly Reports (Golden)** - The October financial reports were distributed to the board prior to the meeting for review. Golden provided a verbal overview of the reports. Palank also mentioned the membership revenue from 2010 in comparison to the current YTD - we are ahead by \$4,234. The board had additional discussion. **Golden moved to accept the monthly financials; Clark seconded – Motion passed**
6. **Update on Activities**
 - 6.1. **2012 Budget Draft (Golden)** – The board discussed the initial draft of the budget. The budget will be approved at the December board meeting.
7. **Action Items**
 - 7.1. **Spectrum Presidential Initiative (Ewing)** – ALA is continuing its efforts to raise more than a million dollars for the Spectrum Scholarship Program, which was started in 1997. Through this initiative, ALA will support master's-level scholarships, provide two \$25,000 doctoral scholarships, and increase the Spectrum Endowment to ensure the program's future and to develop special programs for recruitment and career development. In addition to asking members for support, they are asking for support from the state library associations. **Scott moved to provide a \$750 donation to the ALA Spectrum Scholarship Program (approx. \$1/MLA member); Golden seconded – Motion passed**
8. **Reports**
 - 8.1. **President's Report (Ewing)** – McGraw, James, and Ewing attended the first day of the Minnesota Community Education Association's Annual Conference in October and provided an overview of the event. Ewing also mentioned the Annual Conference Committee will be meeting after the board meeting today to debrief and asked the board for their feedback. Planning is underway for the 2012 Annual Conference and we are starting to determine a location for the 2013 Annual Conference. After the Subunit meetings at the Annual Conference, RASS and DORT have co-chairs and LMRT and DLRT do not – Ewing likely will make a recommendation to disband these groups at the December meeting.
 - 8.2. **MLA Liaisons' Report (Ewing)** – Laura Morlock from University of St. Catherine's has been selected as the MLA Emerging Leader. Diana Symons from the College of St. Benedict's has also been selected as the ACRL CLS Emerging Leader.

- 8.3. Executive Director's Report (Palank) – Palank provided the most recent membership numbers to the board. As of the end of October, we had 717 members (a decrease of 9 from the previous month). She also mentioned the renewal of GoToMeeting in March and asked the board for their feedback and approval to renew.
- 8.4. MALF/MLTA Update (Schotzko) – As president of MLTA, Schotzko is also a member of the MALF board and attended her first meeting. She provided an update on the activities of both groups.

9. Discussion Items

- 9.1. MLA Election Participation (Ewing) – Ewing mentioned our election participation rate has been low in the past few years and asked for feedback on increasing this rate in the future. The board suggested improving the documents needed from candidates by including questions regarding why they feel they are qualified for the position.
- 9.2. Improvement of other MLA events/meetings (Ewing) – Since we had success in changing the business meeting format, Ewing asked the board if there are other events and meetings that we should focus on improving. The board had additional ideas about the business meeting, including asking if people need background on the issues being discussed and explaining the role of the parliamentarian and why they are important.
- 9.3. Nominations Committee Recommendations (Ewing) – Ewing reviewed the recommendations from the nominations committee with the board.

10. Pending Agenda Items

- 10.1. Records Retention: Draft Policy (Ewing) – Ewing will provide a draft at a future board meeting.
- 10.2. Conflict of Interest Policy (Golden) – Golden will provide a draft at a future board meeting.
- 10.3. MILE Funding (Ewing) – The board will discuss the organization investment.

11. Adjournment - The meeting adjourned at 11:42 am

Next meeting: Friday, December 16, 10:00am – 12:00pm, MELSA; all meetings will be held on the third Friday of every month from 10:00am – 12:00pm at MELSA.

Board Meeting eBlast Schedule

January – Robin	April – Mic	July – Robin	October – Kathleen
February – Carla	May – Kirsten	August – Ben	November – Michael
March – Jenny	June – Kate	September - Jenny	December - Mic