

## **NDLA Executive Board Meeting March 11, 2005**

**Present:** Marlene Anderson, Jeanne Narum, Pamela Drayson, Celeste Ertelt, TyRee Jenks, Cathy Langemo, Beth Postema, Virginia Bjorness, Liz Mason, Mary Hegle Drewes, Sally Dockter, Paulette Nelson, Michael Safratowich, Bonnie Krenz, Doris Ott, Kathy Thomas, Al Peterson, Charles Pace, Karen Chobot.

**Absent:** Marilyn Johnson, Debbie Job, Kathy Groendal, Debbie Slais, Lillian Crook.

**Call to Order:** The meeting was called to order by President Marlene Anderson at 10:00 am in the meeting room of the Fargo Public Library.

**Introductions:** Each person introduced themselves and told of one happening at their library.

**Agenda:** Several items were added to the agenda including new logo letterhead stationery, FOLUSA survey, Art of the book update, Many Voices, One Nation request, legislative grassroots, and ALA /APA information.

**Minutes:** The minutes of the December 3, 2004 meeting had been sent out electronically. Pamela Drayson, Past President, made a motion to approve the minutes. Mary Hegle Drewes, Chair, Academic and Special Libraries Section, seconded the motion. Motion carried.

Next the electronic minutes for December 2, 2004-March 9, 2005 were considered. A correction of a signature was noted. The corrected minutes were approved with a motion by Drayson. Seconded by Jeanne Narum, President-Elect. Motion carried.

**Treasurer's Report:** Michael Safratowich, Treasurer, presented his report through March 8, 2005 which had previously been available online. Safratowich explained some expenses incurred in 2004 were paid in 2005 and also about batching donations as they come in. Drewes had a question on ACSL reimbursement. Safratowich questioned due dates for reports to be published in *The Good Stuff*.

**Old Business:** None

**New Business:**

**NDLA Conference Update:** Narum provided an update on the 2005 NDLA conference. Theresa Norton, Web Editor, has provided an online form for program registration. At this time, 15 programs have been proposed with a future goal of 30. Pre-Conference Workshop will deal with grant writing and resources available in the state for grant writing. Narum has also contacted Robin Silverman as a motivational speaker. Also plans are underway for another social and talent show. Board members will view the two

hotels at the next board meeting in June. Narum also spoke of the need to have on-site coordinators. Drayson will assist with plans. Anderson questioned if information was available on the web yet? Some money is available for programs. Drewes asked if Narum wanted forms for proposed programs. Narum replied, yes, she wants the proposal form submitted in writing rather than an e-mail.

**NMRT Policies Handbook:** Virginia Bjorness, Constitution, Bylaws and Policies Chair, presented a revised New Members Roundtable Handbook. It was originally written in 2004. Anderson had several corrections. Safratowich also mentioned the grassroots grant does not cover pre-conference registration. Krenz had a concern about the grant due dates. Safratowich also recommended that listserv maintenance not be used as a duty for NMRT Chairs. Sally Dockter made a motion to approve the corrected handbook. The motion was seconded by Liz Mason. Motion carried.

**New *The Good Stuff* Contract:** Anderson explained the new *Good Stuff* contract with Clearwater Communications. The electronic *Good Stuff* will have a new layout and also hyperlinks. Minutes and written reports will not be published in *The Good Stuff* as they are already published on the web. The new contract will cover design and layout services for a 32-page electronic publication with options for extra pages. Anderson recommended approval. Narum questioned wording. Postema asked about bids from other companies which was done a couple of years ago. Langemo asked about the title on the signature of the contract. Drayson moved to approve the contract. Safratowich seconded it. Motion carried.

**BookCrossing.com:** Drayson explained a program called bookcrossing.com. It deals with the distribution of books and the tracking of the book as it travels from person to person and state to state. Drayson offered to purchase stickers if NDLA chose to do something with bookcrossing. Paulette Nelson, Chair, Nominations & Elections Committee, told of their experiences in Minot. Narum thought it would be fun to add to the packet for NDLA in the Fall. Drayson will pursue the idea.

**Reading Summit:** Pamela Drayson had also attended a reading summit organized by Prairie Public television. The main area of interest was literacy. Several other groups were mentioned who might also be interested in further discussing literacy. Drayson will follow up on it.

**Centennial Quilt:** Phyllis Bratton is heading a committee planning a quilt to be made for our NDLA Centennial in 2006. Phyllis could not attend but sent information with TyRee Jenks, Chair, Health Sciences Section. The quilt pattern is named Dakota Gold and will include colors of gold, brown, cream, and white. Quilt blocks are to be completed by this Fall. Quilting will be done in 2006. Twenty squares will be used for the quilt. Phyllis Bratton will make up a kit for each square. If you have a quilter on your library staff, board or friends group, perhaps they would be interested in making a block. Contact Phyllis Bratton for information.

**Tsunami Relief:** Although Marilyn Johnson, ALA Councilor, could not attend she sent information on tsunami relief. Anderson asked the question who do we give money to? The decision had been made sometime ago to only fund ALA-approved causes. This will be checked with midwinter report by ALA. It was tabled for a later date discussion.

**Many Voices, One Nation:** Anderson explained the new request from ALA for Many Voices, One Nation to add a young adult book to our recommendations from North Dakota. Nelson mentioned the book, *Jake's Orphan*. Dockter made a motion to use *Jake's Orphan* as our Y/A choice. Mason seconded it. Motion carried. The ALA had also sent a request for information regarding any activities planned by NDLA for the Many Voices, One Nation event. At this time NDLA does not have any activities planned.

**New NDLA Logo & Letterhead:** Kathryn Thomas, Chair, Government Documents Roundtable, displayed some ideas for new NDLA stationery. Discussion followed. The group brainstormed ideas of what our stationery should say about NDLA. Suggestions were: a leadership organization, progressive, following our mission statement, do good stuff, NDLA promotes libraries and librarianship in North Dakota, authoritative, open minded, innovative, and responsive. Anderson appointed a committee of Doris Ott, State Librarian, and Kathryn Thomas, Membership Committee to research colors and their meaning, etc. They will report back to the board at the June meeting. Langemo displayed the new stationery she had printed up.

**Friends of Libraries USA (FOLUSA):** Friends of libraries had sent a survey to Anderson requesting if any friends of libraries chapters existed in the state. Anderson filled out the survey and reported her responses.

**Art of the Books:** Dockter had forwarded an email explaining the idea of art of the book. Several members were familiar with the fiberglass decorated horses done by artists in Minot last year. This project is similar but with books which will be decorated. It is planned for summer 2006. A web site will be available in late March. This may a good idea for the 2006 NDLA Centennial Conference.

**ALA Grassroots Effort:** Anderson read a letter from ALA requesting all chapters to establish a federal library advocacy network. Some of the things to be done are: to launch new initiatives, advocates would contact state legislators, network for library issues. Anderson asked if anyone would be interested in serving as liaison. Discussion followed on possible liaisons. No decision was made.

**ALA/APA:** Anderson received a letter from ALA/APA requesting information be sent out to NDLA members regarding the newly created APA. APA is a professional organization as a service to the entire library community with two missions: certification of individuals and specialization beyond the initial degree, and direct support of comparable work and pay equity issues. Information will be available in the June *Good Stuff*.

**Numbering of Reports:** Dockter made a recommendation that quarterly reports be numbered so that they are easier to differentiate between them. Chobot suggested a name or number on Subject line of e-mail. Anderson will assign numbers and notify executive board members.

**Next Meeting:** The June meeting of the NDLA executive board will meet at the Holiday Inn in Grand Forks on June 10, 2005 at 9:00 am with plans for lunch at the Ramada Inn. An alternate date of June 17 was chosen. Details to follow.

### **Reports: Summary**

**President:** Marlene Anderson had little further to report. She told everyone if they get a chance to testify before a state committee or the legislature to do so. Testimony can be written or oral.

**President-Elect:** Jeanne Narum had given her report as NDLA Conference Update earlier in the meeting.

**Past President:** Pamela Drayson stated that the first letters are ready to go out to exhibitors for the Fall Conference. She is also hoping for staffing help from the New Members Roundtable.

**Secretary:** Celeste Ertelt had nothing further to report.

**Treasurer:** Michael Safratowich reported that taxes would be completed by A. Ternes from the state auditor's office. A gift certificate is given to him for his assistance.

**ALA Councilor:** Marilyn Johnson was not present but wanted it mentioned that Many Voices, One Nation, and One Night @ you Library, an ALA-sponsored reading function will take place on Monday, April 11, 2005. More information is available on the ALA web site.

**MPLA Representative:** Sally Dockter spoke of the upcoming MPLA conference in Jackson Hole, Wyoming at the Snow King Resort. Jackson Hole is not the most accessible place to visit. She also reported on booth costs, etc. The MPLA Leadership Institute is coming up. Many more can apply due to the changes in eligibility. More information is available on the listserv. Last weekend, March 5-6, was an MPLA Board Meeting in Denver which Dockter attended. She also had questions on whether members enjoyed her forwarding of Intellectual Freedom messages by Jim Heckel. Dockter needs North Dakota library news to send to MPLA, so please send any news to her.

**Academic and Special Libraries (ASLS):** Mary Hegle Drewes has one program proposal and a possible second proposal for the Fall Conference. Donna James will run for Chair-Elect for next year. Also Irene Askelson is a candidate for secretary.

**Health Science Information Section (HSIS):** TyRee Jenks had nothing further to add. Anderson mentioned the upcoming Midwest Chapter/MLA conference.

**Government Documents Roundtable (GODORT):** Kathryn Thomas had nothing to report.

**New Members Roundtable (NMRT):** Al Peterson had nothing further to report. Anderson mentioned the NMRT listserv which is very active.

**Public Library Section:** Charles Pace said the Public Library Section plans conference programming on writing a technology plan.

**School Libraries and Youth Service (SLAYS):** Debbie Job not here. Nothing further to report.

**Technical Services Roundtable (TECHSERT):** Liz Mason reported they have three candidates for chair and secretary of the roundtable.

**Constitution, Policies & Bylaws Committee:** Virginia Bjorness had nothing further to report. The NMRT Handbook is completed.

**Finance Committee:** Bonnie Krenz reported an audit had been completed on the financial books.

**Intellectual Freedom Committee:** Debbie Slais was not present and had nothing to report.

**Legislative Committee:** Lillian Crook was not present. Doris Ott, State Librarian, spoke of the fine job being done for NDLA by our new lobbyist, Eileen Larson. Pamela Drayson spoke of visiting with state representatives about funding for NDSL. Ott mentioned that the State Library had issued library cards to the state representatives to enable them to use the resources available from the State Library. Chobot was interested in the use of the new library cards by state representatives. Pace had a question about a bill. Ott will check on the number, etc.

**Nominations & Elections:** Paulette Nelson reported on *The Good Stuff* vote results. Work is being done on the slate of candidates running for office. Chobot requested a correction in the spelling of her name. Get nominations into Nelson.

**Membership Committee:** Kathy Thomas provided a chart of 2005 NDLA memberships. Anderson had a question on 2004-2005 membership. Pay your dues if you have not done so.

**Professional Development Committee:** Karen Chobot had nothing further to add but did pass around a thank you note from Rachel White. An article will appear in *The Good Stuff* on their experiences at Ghost Ranch Leadership Conference.

**Public Relations:** Beth Postema reported Theresa Norton is willing to become an ex-officio member of the executive board. Norton recommends NDLA get a web address-URL. Mason made a motion we direct Norton to purchase a URL. Mason withdrew her motion for further discussion. Anderson said this will require a constitution and bylaws change. Drayson questioned if someone captured things for posterity. Todd Bodvig of the State Library does this. Mary Hegle Drewes made a motion to make the web editor position an ex-officio member of the executive board. Drayson seconded the motion. Motion carried. Liz Mason made a motion that the executive board directs Theresa Norton to investigate a feasible URL for NDLA and to report back to the executive board by April 15. Pace seconded it. Motion carried.

**The Good Stuff Editorial Committee:** Marlene Anderson reported previously on the new contract with Clearwater Communications. She stated delays in *The Good Stuff* were not due to Clearwater Communications. The first electronic issue should be posted early next week.

**Archivist/Historian:** Kate Groendal was not present and had nothing to report.

**State Librarian:** Doris Ott reported Dr. Phil Turner from the University of Texas will be doing an IVN session April 4 in Fargo, Bismarck, Minot, Dickinson, Grand Forks and Williston on a Master's degree program being offered in North Dakota. Hosts and hostesses are needed for the different sites.

**Executive Secretary:** Cathy Langemo organized a display for NDLA at the State Capitol on March 3, 2005. She served cookies, candy and juice. The response was very good. She had a question from one person about libraries having a storyline ( a phone line that children could call to hear a story). Several libraries responded that they had had a storyline some years ago but no longer did so. Anderson thanked her for working on the booth.

**Reminder:** State Library Spring Workshops are coming up. Krenz reminded us about sending trustees also.

**Emporia MLS Students:** Pamela Drayson spoke of the cohort of Emporia State University students who will be graduating in May in Fargo. Send them a congratulatory card. Ott mentioned we need to be encouraging high school students to consider a career in library information. The next Emporia cohort will begin in the Fall of 2007. No location has been set yet. Remind people grants are available for MLS study. Dockter asked about free NDLA memberships for new graduates. Krenz thought many may already be NDLA members.

**Dunn Center:** Anderson reported on a new public library established in Dunn Center, ND. The city voted on it in February and they are now officially a city library. Anderson will send them a card of congratulations. Peterson had been in contact with them and stated they wanted a public library with internet access.

**Committee Assignments:** After last meetings brainstorming, Anderson appointed three new committees. They are: Membership/Marketing/Promotion, Centennial 2006, and Legislative Issues.

Legislative Issues Committee members are: Charles Pace, Chair; Lillian Crook, Pamela Drayson, and Doris Ott. Although the 2005 legislative session will soon be over; we need to incorporate an ongoing focus on legislative matters. Issues to be looked into: statewide library card, promote /develop grassroots issues, needs of rural libraries, and to get new people to testify at the legislative sessions.

Membership/Marketing/Promotions Committee members are: Liz Mason, Chair; Debbie Job, Jeanne Narum, Al Peterson, Beth Postema, and Kathy Thomas. This committee will look at ways to promote NDLA membership services and market/ promote our association. Ideas were: increase membership, increase institutional memberships, offer free or reduced rate memberships to members who bring in new members (e.g. three for free), reduced rate for first year attendees at conference, and different rates for paraprofessionals.

Centennial Committee members are: Marlene Anderson, Chair; Mary Hegle Drewes, Kathy Groendal, Marilyn Johnson, Cathy Langemo, Jeanne Narum and other non-board members. Ideas are: cookbook/history, centennial quilt underway, inviting former members back for centennial meeting and historical pictures of libraries.

**Future Meetings:** Krenz asked if meetings could be held in small towns in North Dakota and invite area librarians to our meetings. Anderson stated that NDLA Executive board had done that before but lately we had stuck to interstate highways due to weather and road condition concerns. Narum will look into it for next year.

**Summer Reading:** Paulette Nelson mentioned the summer reading packets are ready to send out.

**Library Pictures:** Pamela Drayson reminded everyone to get the word out for all libraries in the state to send in old pictures of libraries and staff to be used during our centennial. Pace asked if the president of ALA had been invited to our centennial celebration in 2006.

Drayson made a motion to adjourn the meeting. Meeting adjourned.

Respectfully Submitted,

Celeste Ertelt

