

Post-Conference Executive Board Meeting  
Grand Dakota Lodge, Dickinson, ND  
Roosevelt Room  
September 25, 2009

Called to order 4:25

### **Attendance**

Present: Victor Lieberman, Shelby Harken, Bonnie Krenz, Toni Vonasek, Kirsten Baesler, Cathy Langemo, Beth Greff, Kathy Berg, Kathy Thomas, Marlene Anderson, Mike Safratowich, Kelly Steckler, Christine Kujawa, Phyllis Bratton, Sarah Devereaux, Travis Shulz, Al Peterson, Elizabeth Jacobs, Chandra Hirning, Zach Packineau, Donna James, Sandi Bates, Rita Ennen, President Laurie McHenry

Not Present: Naomi Frantes, Theresa Norton, Doris Ott, Lori West, Rachel White

### **Agenda**

Introductions, Handbook/Voting members, minutes of pre-conference board meeting, vote to accept election results, report of finance committee on change to institutional dues structure, next meeting, comments on conference

### **Introductions**

Each attendee introduced himself or herself and stated name of library and ingoing/outgoing position on Executive Board.

### **Handbook/Voting members**

Review of which positions are voting members. Non-voting members cannot make motions.

### **Minutes**

Minutes of pre-conference board meeting have been e-mailed out. Baesler made request for review to change of dues structure to ensure that timeline is correct. Proposal will be brought to board at post-conference board meeting, not at December meeting as stated in the minutes. Lieberman made motion to approve minutes as changed; Greff seconded the motion. No discussion. Motion carried.

No treasurer's report. President McHenry reported that auction made \$1911. Safratowich commented that typically actions make approximately \$1400.

No additions to agenda.

### **Vote to accept election results made during conference**

Three sections have positions which were elected during annual meeting and were not part of the election results accepted by the Board at the pre-conference meeting.

Academic and Special Libraries secretary: Kristen Borysewicz

NMRT chair-elect: Laura Trude

SLAYS secretary: Kristen Tiller

Harken made motion to accept election results; Peterson seconded the motion. The motion carried.

### **Report of Finance Committee on change to institutional dues structure**

Currently PayPal is used for payments, but this is not feasible for institutional members with our current dues structure. Baesler summarized that at pre-conference meeting, Finance Committee was charged with updating dues structure. Baesler reviewed changes to Bylaws,

1. Proposed change to Bylaws, Section 1. In Letter C (will become D) everything stays the same, except highlighted section *and are not eligible for member benefits* has been added.
2. Proposed change to Bylaws, Section 2, Letter A, Number 3. Strike through text which details institutional dues based on operating budget. Add table to determine institutional rate based on staff size. Rather than dues based on operating budget, dues will be based on staff size. Research showed that our dues were quite high in comparison to other organizations.
3. Review of previously approved change: Lettering at the top is not correct. Previously this year we voted to confirm the student membership, so when this goes out, we will have the following text. This has been approved by the Executive Board.  
*B: Student Membership: Any person enrolled in a library school program will, upon payment of specified dues, be entitled to student membership in the Association with the right to vote and hold office. Student membership includes various types of special interest categories with varying dues structures. (3-year limit).*
4. Letter B will be inserted, and what was B will become C; what was C will become D, and so on.

Motion and vote needed to move forward with dues structure change. If motion carries, Baesler will work with Bates, and Bates will put it on Survey Monkey for a month so that membership will have opportunity to vote on change to dues structure. Goal is to have new structure in place by January for new membership year. Vonasek moved to approve the institutional dues structure by stating, "As recommended by the Constitution, Policies and Bylaws Chair Kirsten Baesler, I move to approve the Institution Membership Dues Structure as proposed by the NDLA Finance Committee, including the language that prohibits institutional members from being eligible to vote, hold office, or receive member benefits." Harken seconded the motion. No discussion. Motion carried.

### **Items left off agenda**

President McHenry reminds incoming members to read NDLA bylaws and policy handbook for specific position. Traditionally this is the time of the handing over the blue binders which

contain the Constitution, Bylaws, and Policies. Krenz reminded Board members that before mid-November, members must complete Financial Request Budget form to cover costs of mailings, travel to board meetings, possibly motel. Can be filled out online, and online form will go directly to Krenz. E-mail Bonnie Krenz if you'd like to know costs of previous person in your position. Does not include coming to annual conference; just for executive board meetings throughout the year. (December meeting is usually in Jamestown or other central location; May or June will be Grand Forks.) In your policy manual, it details what is covered. If possible, try to carpool. NDLA appreciates institutional support.

Next meeting, Friday, December 4, in possibly Jamestown with a 10:00 starting time. Backup date is the following Monday, so our backup will be December 7.

### **Any other items**

Thomas spoke about executive board listserv. If you can't post messages, let Thomas know. Many have been silent members since election results were known; active membership will be turned on. Discussion regarding length of time to keep outgoing members on listserv. Donna James will say stay on the list for a while longer. Ellen Kotrba is a member-at-large who receives messages but cannot post.

### **Closing comments on the conference**

President McHenry may send out Survey Monkey survey on the conference and would compare paper results to Survey Monkey results.

Ennen: interested to hear what others have to say

Harken: All programs she attended were interesting.

Lieberman: Hotel was good. Enjoyed the conference.

Bates: Back in God's country; choices of food of buffet was appreciated.

James: Exhibitors were happy, but a few comments on space issue

Krenz: Ran out of time to get to all exhibitors

Vonasek: Well done. Overheard comment that full breakfast service was great feature

Baesler: Good conference that flowed well.

**Suggestion for next year:** Take a look at scheduling of general meetings. Possibly have two on Thursday, with one in morning and other on Thursday afternoon or at Friday breakfast, with 3<sup>rd</sup> at 11:00 right before lunch and the Flickertale speaker.

**Discussion:** Bratton noted that having 2<sup>nd</sup> and 3<sup>rd</sup> general sessions close together may conflict with need to read resolutions twice. Suggestion was made to have all business meetings at the same time, but that is problematic for attendees who are members of more than one section. President McHenry says that conference committee will look at it.)

Langemo: No comments

Greff: No water bottles in bins of drinks. NDLA secure network was not accessible in some locations, such as in hotel rooms. President did not understand that secure NDLA network we were paying for would be accessible from main conference area only, not in the hotel rooms.

Berg, outgoing SLAYS: Several outstanding workshops she is looking forward to sharing with teachers; being able to share information from conference with teachers justifies Kathy's attendance at NDLA conference

Thomas: everything went smoothly

Anderson: Enjoyed content. Vendor commented that NDLA is friendly to vendors because NDLA invites vendors to meals without extra fee.

Bratton: Vendor told her we were intelligent and asked good questions. Loved opening reception.

Kujawa: Great conference. Conference hotel rooms were overbooked, so some with reservations did not have rooms at conference hotel. However, there were enough rooms in area, and conference hotel staff set up for them.

Steckler: Good overall. Kelly experienced hotel issues that didn't affect a lot of people—closed doors difficult for people in wheelchair. Didn't have good luck with hotel staff courtesy. Liked the conference sessions. Thank you to local arrangement committee.

Safratowich: Food was good, except would have like vegetable trays throughout conference. (President clarified that vegetable trays were supposed to be Thursday's snack.)

**Discussion:** Continue to be health conscious in food options. Buffets allowed for more food choice, particularly for attendees with food allergies.

Packineau: Thanks to Lori and Christine for getting John Berendt to come.

Hirning: Enjoyed visit to local library; liked hearing from experienced authors who understand the important role librarians play.

Jacobs: Great programming. Loved the evolution speaker and appreciated having something along those lines

Peterson: Conference went better than he expected; had been concerned about vendor locations, but that worked out well, even when booths were in rooms.

**Suggestion** by Peterson: Start looking at purchasing an NDLA projector and then using that for guest speakers so that there will be several people who know how to use that projector. Reserve it for keynote speakers so that there's only one main projector to work with—decrease hassle.

**Discussion:** Ennen: Understands frustrations which come with connecting new equipment to existing. Encourage presenters to have backup on jump drive.  
Krenz: Presenter put presentation on SlideShare and then brought it up on existing equipment. Steckler agrees that having something like that would save time; ask presenter to bring jump drive with backup.

**Suggestion** by Lieberman: Explore having outside technical support to bring in equipment and to be available during conference to set up and operate equipment.

President McHenry appoints committee to look into it and report in December.  
Committee members: Peterson, Lieberman, Shulz

Ennen: It proved to be difficult to set up equipment and rooms, undo the rooms and setup, and then setup again

Bates: Small locales may have shortage of light boxes, proctors, etc

Greff: Needed a copy machine during conference

**Suggestion:** President McHenry says that NDLA can make copies for members, and that a sign about that can be posted at registration at future conferences.

Shulz: Enjoyed speakers and presenters. First time coordinating a speaker. There were a few minor oversights with one of the speakers, but everything worked out.

Devereaux: Nothing to add

President McHenry thanks local arrangement committee

### **Other comments**

Steckler remembers in past when an author came, Steckler appreciated opportunity to show our state to the author. Keep in mind it's important to make the authors feel welcome. They

work hard to get here, and we need to show them a good time and make them feel welcome. Keep the fun part in it.

Berg: We had some concerns this year because schools weren't allowed to sell David Slonim's books in the schools where he was visiting. In the future, make sure author's books can be sold in the schools.

**Discussion:** Ennen added that that's centrally decided in a community and would apply to all schools within a city. Baesler said that central office decide; suggests that we give sufficient lead time to superintendent because of a school's need to be selective about marketing to students. The key is to contact central office of the school district. President McHenry will check into that.

Greff: NDLA conference stationery available in conference headquarters room. Take what you need.

Adjourned 5:15

Respectfully submitted,  
Chandra Hirning, Secretary

*Draft: To be considered for approval during December 2009 Executive Board meeting*