

KENTUCKY LIBRARY ASSOCIATION BOARD MEETING

March 29, 2008

Crowne Plaza Hotel

Lexington, KY

CALL TO ORDER- The meeting was called to order at 10:00 a.m. by Fannie Cox.

ROLL CALL OF VOTING MEMBERS

The following voting members were present: Fannie Cox, Debbe Oberhausen, Darlah Zweifel, Laura Davison, Carolyn Tassie, Lisa Rice, Matt Onion, Evie Topcik, and Leoma Dunn.

MINUTES

The minutes from the December 8, 2007 board meeting were approved as submitted with the following correction: Need for a committee on advocacy clearing house (sub committee of **awareness** committee w/Linda Kompanik) for advocacy materials to shop and swap PR materials. (members only)

UNFINISHED BUSINESS

None

NEW BUSINESS

Motion: Linda Perkins moved to change our recording of motions without the motion makers' name. This will make the meeting flow quicker and will be easier on the secretary. Carolyn Tassie seconded the motion. Motion passed.

Paul Poland sent a recommendation for a new numbering system to the KLA Board listserv and it was discussed. It was decided that the secretary, Darlah Zweifel, Parliamentarian, Linda Perkins, and Paul Poland would work on a new numbering system to be presented to the board for approval.

COMMITTEE/OFFICER/ROUND TABLE REPORTS

Audit Committee – no report

Communications Committee – no report

Member Services Committee – submitted report by email. According to the Blue Book, it is time for dues review. It is recommended not go higher than a 10% increase in dues next year due to a decline in the economy. The executive board suggested a \$2.00 per active member increase instead of a percentage increase, with \$1.00 going to the sections and \$1.00 going to the association.

Motion: A motion was made to add \$2.00 to all active members' levels dues with the following exclusions: salary range of \$0-\$9,999, student, retired, support staff, unemployed, and friend. Motion was seconded.

Discussion followed. Debbe Oberhausen withdrew her motion.

In lieu of the 10% mandated increase or the \$2.00 across all levels addition, a motion was made to recommend a 5% increase across all levels with the following exclusions: salary range of \$0-\$9,999, student, retired, support staff, unemployed, and friend, with \$1.00 of the dues increase going to each primary section and the remainder of the increase going to the association, pending membership approval. Motion was seconded. Motion passed.

The dues increase will go into effect January 1, 2009 after approval at the business meeting at the 2008 Fall Conference.

Library Awareness Committee – no report

Strategic Planning and Organization Committee –

Motion: Since the Scholarship for Minority Students Committee is now a standing committee, the following changes need to be made to the Blue Book:

In Section 17.4.2.1., add Scholarship for Minority Students to the listing of Standing Committees.

In Section 25.1.2.3. “Chairs of the six Standing Committees (The Conference Planning Committee’s chair is the Vice President/President Elect and not included here.) shall be non-voting, invited guests at each Board meeting.” will be changed to read “Chairs of the seven Standing Committees....”.

In Section 30.1.2., add Scholarship for Minority Students to the listing of Standing Committees.

In Section 37, insert the following section which is a description of the Scholarship for Minority Students and renumber the remaining sections.

37. Scholarship for Minority Students Committee

37.1. PURPOSE

37.1.1. To encourage minority candidates who show excellence in scholarship and potential for accomplishment in librarianship. The scholarship will be granted to a student entering or continuing their library education in an American Library Association (ALA) or National Council for Teacher Education (NCATE)-accredited library school in Kentucky. The recipient also receives a one-year student membership in KLA and free student registration at the KLA annual meeting.

37.2. COMPOSITION

37.2.1 The Scholarship for Minority Students Committee shall be composed of one member from each section, and one member from the Trustees Round Table, if possible. Ex officio members shall be the President of KLA and the Executive Secretary.

37.3. DUTIES

37.3.1 Promoting and publicizing scholarship to Kentucky ALA or NCATE accredited library school programs and through other means.

37.3.2 Selecting a recipient from qualified applicants.

37.3.3 Updating application annually to include current requirements and guidelines.

37.3.4 Presenting award to recipient at KLA Fall Conference Awards Luncheon.

37.4 EXPENSES

37.4.1 Expenses for the Minority Scholarship Committee, as well as the scholarship itself, will be provided through an annual allocation by KLA, donations from the Sections and Round Tables and other donations as received.

37.4.2 Award of scholarship will be based on available funds and will include a one year student KLA membership and attendance at the annual KLA meeting and Awards Luncheon.

37.4.3 Chairs who attend Board meetings will be reimbursed for mileage and lunch will be provided. In the event that attendance requires travel over 150 miles one way, room expense will also be reimbursed.

In Appendix B, add Scholarship for Minority Students to the listing of committees.

Motion was made and seconded. Motion passed.

Motion:

Second,

In Section 41.1.1.5, change “Outstanding Trustees Board of Directors Award” to “Outstanding Board of Trustees Award”.

Motion was made, seconded. Motion passed.

Third,

Appendix F through Appendix J are chronological lists of past presidents, award winners, and eligible members for Vice President/President Elect, ALA Councilor and SELA representative. We will be updating these lists through 2007.

In Appendix F, Laura Davison will be added as President for the 2006-07 year.

In Appendix G, Emily Hundley will be added as the 2006 and Rosemary and Mark Schlachter as the 2007 William H. Natcher Award winners.

In Appendix H, James Nelson will be added as the 2006 and Carol Nutter as the 2007 Lifetime Achievement Award winners. Also, for the previous winners listed, the years of award will be added.

In Appendix I, Barbara Caron will be added as the 2007 Intellectual Freedom Award winner.

In Appendix J, the following revisions will be made:

- Several incorrectly spelled names will be corrected, including Winn Theirl, Cynthia Atkins, Debra Oberhausen.
- Matthew Onion will be added as 2006 Secretary.

- The following names will be added for 2007: Amy Osborne under Academic; Geneva Huttenlocher under Public; Darlah Zweifel under KSMA; Patrick Davison under Special; and Susie Lawrence under Secretary.
- Under Academic, 1996, add "(ret)" next to Frances Davis' name.
- Janet Stith will be added as KLA President for 1995.
- Under Special, 2001, add "(dec)" next to Carol Parris' name.
- Carol Nutter will be added as KLA President for 2003.
- Carolyn Tassie will be listed as current ALA Councilor.
- Lisa R. Rice will be added as current SELA Representative.
- The following sentence will be added at the bottom of Appendix J: "Names in italics indicate those who have served previously as KLA Presidents."
- KLA Past President Laura Davison's name will be italicized.

Motion made, seconded. Motion was approved.

It was noted that in the future, this committee did not have to bring yearly updates of past leaders and annual award winners and so forth for approval to the board meeting. Just make the updates on these items as needed at the end of each year.

SPOC is also working with Susan Moore, Youth Services Round Table Chair, on wording for the Youth Services Round Table Purpose for inclusion in the Blue Book.

Motion: A motion was made to add a new standing committee, Fund Raising Committee. The motion was seconded. Discussion followed. Motion passed.

Recruitment, Mentoring, and Diversity – Submitted a Written Report at the meeting. Fannie will meet with RMD and the Member Services Committee to address their concerns that were brought to the executive committee. Discussion followed.

Ad Hoc Committee on Minority Scholarship – This committee is looking for ways to raise funds for the minority scholarship and ways to promote the scholarship. Can we put a place on the dues form for donations to the minority scholarship?

Motion: A motion was made to add a line on the membership renewal form as of January 1, 2009. Motion was seconded. Discussion followed. Motion approved.

Ad Hoc Fund Raising Committee—no chair at this time, no report

Ad Hoc Committee on KLA Archives – no report.

Ad Hoc Committee on Structure & Long-Range Planning (SLuRP) – Fannie commended this committee for its hard work over the past 18 months.

Motion:

1st recommendation— **We recommend that those descriptions be created and added to the Blue Book, and that an effort needs to be made to ensure the purpose aligns with at least one Strategic Area in the Long Range Plan.**

We further recommend that all Sections, Round Tables, Officers and Committees of KLA conduct a review of their description of purpose in the Blue Book to make sure those statements align with the newly-adopted Strategic Plan and reflect accurately their purpose and activities.

This should be done by the June board meeting for review. Motion made, seconded. Motion carried.

2nd recommendation— The committee feels that the KLA structure, with proposed changes, meets the needs of the KLA membership. However, the committee feels that it is important that the work conducted by the 2006 Board Structuring Task Force not be lost. We see the following as the primary findings of that survey:

- Voting rights for Round Table Chairs
- More funding of Round Tables to cover travel & programming costs
- Alignment of selected Round Tables and Committees with a related Section
- Increased usage of virtual meetings

We see the majority of these issues to be more procedural than structural and therefore outside the scope of SLuRP. **The Committee recommends that another task force or ad hoc committee be appointed to specifically investigate and propose recommendations to address these findings.** President, Fannie Cox, will appoint someone for this task force.

3rd recommendation— **Therefore, SLuRP recommends the KLA board adopt the following as a comprehensive review mechanism to ensure that the Long Range Plan is maintained and updated regularly.**

- Rename KLA's Long Range Plan to Strategic Plan. Justification: This terminology is more current and is consistent with a plan that includes more frequent review and updating than was typical in the past. Most organizations today have short review periods, focusing on "Strategic" planning rather than "Long Range" planning.
- Create a new standing committee to handle regular review, updating and oversight of the Strategic Plan, as their only responsibility. The committee should be called "Strategic Planning and Organizational Review."
- The Committee shall be composed of the Immediate Past President, Parliamentarian, one representative from each Section recommended by Section Chairs, the President (non-voting member), the Executive Secretary (non-voting member) and two members-at-large who shall be appointed by the President. The members will serve for two-year terms on a rotating basis with the following Sections starting terms in even years: Academic, KSMA, and one member-at-large; and the following Sections starting terms in odd years: Public, Special, and one member-at-large.
- All members must have previous board experience, at least 1 year

Committee chair: Preference given to people who have served on this committee before OR have been KLA voting members OR have chaired a KLA board committee. Chair will serve an additional year as advisor to the new committee.

The responsibilities of the new committee would include:

- Oversight of progress on the Strategic Plan. For example, this committee would be responsible for ensuring that each major action item in the Strategic Plan is the responsibility of at least one board unit.

- Review and evaluation of the Strategic Plan as part of oversight and update procedures
- Update the Strategic Plan a minimum of every two years starting in 2008.

Create a new standing committee responsible for the update and maintenance of Organizational Procedures. The committee should be called "Blue Book Committee".

- Chair of new Blue Book committee will be the Parliamentarian.
- Past President & Secretary are members.

Disband the current "Strategic Planning and Organization" committee. The responsibilities of this committee will be transferred to the following positions and/or committees.

- Nominating responsibility to Past President
- Blue Book responsibility to new Blue Book committee

Motion made, seconded. Motion Approved.

Ad Hoc Committee Conference Proceedings—written report submitted at the meeting. Betsy Hughes presented guidelines for presenters to submit their documents, notes, PowerPoint's, etc. for publishing online during our fall conference.

Ad Hoc Committee Conference Partnerships—no report at this time, Laura Davison is the chair of this new committee

President's Report –submitted report through email

President-Elect's Report – conference planning is coming along. Submitted report through email. There is a conference planning meeting following lunch today.

Past President's Report – submitted report through email.

Executive Secretary's Report –Report submitted through email. He will send the conference recap report and end of the year report this week. Do not have it today. We still haven't seen any of the money from our sponsorships for the fall conference yet. We really need to keep expenses down this year. Prices are going up. Bags will be purchased for the conference this year. They will have KLA/KSMA/SELA/NDLC Conference 2008 printed on them along with the conference theme, "Spectrum of the Future." They will be in a variety of colors. Tom was able to get a good deal on them.

Motion: A motion was made to have the next issue of InFoCus to be the last print edition. All future issues will be distributed electronically. Tom Underwood recommended sending the newsletter through an email with the link embedded to keep from bogging down servers.

Motion was seconded. Discussion followed. Motion carried.

ALA Councilor – submitted report through email.

Carolyn Tassie encouraged everyone to vote for our 3 KY candidates

Judith Gibbons – Councilor-At-Large

Johan Koren – Councilor-At-Large

Christine McIntosh – Councilor-At-Large

She also asked if there was an interest in having a hospitality room @ALA annual in California this summer. Everyone was in agreement to have one again this year since it was a great success at prior annual meetings.

SELA Representative – no report

Kentucky Libraries Editor –submitted report through email

IN-FOCUS Editor – submitted report through email

Web Manager – submitted report through email. Patrick Davison made a suggestion in the light of the current poor economy and KLA budget needs, for board members not to turn in your mileage for reimbursement for board meetings. He also put out a challenge to board members to match his and Laura's donation to the Minority Scholarship Committee fund of \$100.

Listserv Manager – submitted a report through email. We have had some concerns about postings on the KLA listserv. Do we just want KLA members allowed on the KLA listserv? Sara Brown will work on an updated listserv policy to include a person's first and last name when subscribing to the listserv. We do not want to limit to KLA members at this time. Discussion followed.

From this point on in the meeting, only those who needed to speak gave their reports orally due to running into our lunch time.

KDLA Representative – report submitted through email

KDE Representative – no report

Academic Library Section – report submitted through email

KSMA – report submitted through email. Evie reported that Joyce Valencia will be the Keynote speaker for KSMA at the fall conference. KSMA is now selling 2009 page a day calendars for \$10. Also, KSMA will be giving Barnes and Noble gift cards as incentives to recruit new members this year.

KPLA – report submitted through email

Special Library Section – report submitted through email

Trustees Round Table – report submitted through email

AALLERT -- report submitted through email

Community and Technical College Round Table – report submitted through email

Genealogy and Local History Round Table – no report

Government Documents Round Table – report submitted through email

Resource Sharing Round Table – no report

Information and Technology Round Table – report submitted through email.

The Information and Technology Round Table will be using \$1,000 of its funds for a scholarship to pay for travel, registration and hotel for a member or potential member to attend the 2008 joint conference. Johan Koren wanted to publicize this on the KLA listserv.

Library Administration and Management Round Table – report submitted through email

Library Instruction Round Table – no report

Library Support Staff Round Table – report submitted through email

Youth Services Round Table – no report

**END OF COMMITTEE / OFFICER / SECTION / ROUND TABLE REPORTS
ANNOUNCEMENTS**

ADJOURNMENT

The meeting was adjourned at 12:30 p.m.

Respectfully submitted,

Darlah Zweifel
KLA Secretary