

Minnesota Library Association Board Meeting Minutes

Friday, February 19, 2010
10:00 AM – 12:00 PM

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

Present: Ken Behringer, Nick Dimassis, Robin Ewing, Lyndi Finifrock, Mic Golden, Kathleen James, Kristin Mastel, Marta Mersereau, Don Regelman, Lynne Young

Guests: Melissa Palank (Nonprofit Solutions), Aimee Sandy (Nonprofit Solutions)

Absent: Melissa Brechon (excused)

1. **Call to Order** – James called the meeting to order at 10:03 am
2. **Adoption of Agenda** – Addition of 5.3 and 7.5. **Behringer moved to adopt the agenda as revised; Regelman seconded – Motion passed**
3. **Approval of December 18, 2009 Minutes** - **Behringer moved to accept the minutes; Regelman seconded – Motion passed**
4. **Financial Report**
 - 4.1 **Financial Overview Training** – Aimee Sandy from Nonprofit Solutions introduced herself and presented an overview of the MLA Financials to the board. The board had an opportunity for discussion and questions.
 - 4.2 **Monthly Reports** - The January financial reports were distributed to the board at the meeting for review. Aimee Sandy provided a verbal overview of the reports. The board had additional discussion. **Mersereau moved to accept the monthly financials; Golden seconded – Motion passed**
 - 4.3 **Division and Subunit Funding Budgets** – On December 21, a letter was sent to all Division/Subunit/Roundtable Chairs regarding the amount of money allocated to them, the process needed to utilize these funds, and the deadline of February 19 to do so. The total amount allocated to all Divisions/Subunits/Roundtables is \$5,930. The board reviewed the budgets for: ARLD, SRLRT, RASS, MLTA, SSPiN, TSS and Legislative Day. There was concern from the board regarding the back-to-back events for RASS and will ask Paul Dahl for more information. The following motions were made:

Mersereau moved to accept the ARLD budget; Behringer seconded – Motion passed.

Mersereau moved to accept the personal expenses in ARLD budget; Ewing seconded – Motion passed

Behringer moved to accept the SRLRT budget; Ewing seconded – Motion passed.

Behringer moved to accept the RASS budget contingent upon the submission of event topics and plan; Regelman seconded – Motion passed.

Regelman moved to accept the MLTA budget; Mastel seconded – Motion passed.

Mersereau moved to accept the SSPiN budget; Finifrock seconded – Motion passed.

Behringer moved to accept the TSS budget; Regelman seconded – Motion passed.

Behringer moved to accept the Legislative Day budget; Mersereau seconded – Motion passed.

Action Item:

- **James will write a story for an upcoming eBlast and Web site regarding the Division and Subunit Funding process.**
- **Dimassis asked James to submit a Presidents report following each board meeting.**

5. Update on Activities

- 5.1 Procedure/Policy Review Process (James) – As the board, divisions, sections, round-tables, sub-units, and committees start reviewing the policies, there were questions regarding the viability of the Continuing Education Committee (CEC), Distance Learning Roundtable (DLRT), and Interlibrary Loan Roundtable (ILLRT). DLRT is still active, ILLRT is primarily taken care of by Minitex, and the Continuing Education Committee is no longer active. We will remove ILLRT and CEC as we update the policies and bylaws this year.
- 5.2 MLA Conference Policy (Brechon) – This agenda item will be tabled until March, since Brechon was absent.
- 5.3 Webinar Tool Update (Behringer) – Behringer reported back regarding his research on Webinar options, which was requested of him at the December meeting. If we use GoToMeeting, the cost would be \$99/mo or \$948/yr – one of the downsides to this tool is that it would only allow us to have one concurrent meeting at a time, so we would need to develop a process and management structure around it. Nonprofit Solutions will coordinate the scheduling of Webinars and the committee using the tool will be responsible for the use of the tool.

Behringer moved to approve the purchase of Citrix GoToMeeting as the Webinar tool for MLA; Dimassis seconded – Motion passed.

6. Reports

- 6.1 MILE Survey Results (Finifrock) – Finifrock updated the board with the survey process she has been working on with Nonprofit Solutions since December 2009. In January 2010, three surveys were distributed – one to 2009 Participants; one to Mentors; and one to past participants (2005 and 2007). Overall, the program received positive responses. The board had additional discussion.
- 6.2 ALA Mid-Winter Report (Brechon) - This agenda item will be tabled until March, since Brechon was absent.

7. Discussion Items

- 7.1 ARLD Membership Incentives (Mastel) – There was no need to discuss this item as Mastel discussed this item during the review of the ARLD budget.
- 7.2 ARLD Dialogues (Mastel) – ARLD would like to bring back the ARLD dialogues they have done in years past. Mastel requested the approval of the board to have Nonprofit Solutions work on these events - this would be a part of the 10 events included in the Nonprofit Solutions contract. The board had additional discussion. **Behringer moved to approve the two ARLD Dialogues as part of the 10 events Nonprofit Solutions assists with; Golden seconded – Motion Passed**
- 7.3 MILE Request (James) – On January 26, Stephanie Hall from MILE sent a letter to the board requesting the rollover of their 2009 account balance to be used for the 2011 event. This will be recorded as restricted funds as of the year-end financials, as the amounts will not be spent until the event occurs again in 2011. The board had additional discussion. **Behringer moved to approve the rollover of the 2009 account balance for MILE for use in 2011; Regelman seconded – Motion passed**

- 7.4 Library Snapshot Day (James) –Library Snapshot Day provides a way for libraries of all types across a state, region, system or community to show what happens in a single day in their libraries. James reviewed the program with the board, asked if we wanted to participate, and the board had additional discussion. The board is interested in this event, but would also like to seek funding from MALF, Minitex, and MEMO. **Behringer moved to participate in Library Snapshot Day, providing we will seek funding from others; Golden seconded – Motion Passed**
- 7.5 Request from MN Youth Reading Award (James) – James reviewed the request from MYRA (MN Youth Reading Award) for \$200 to sponsor their organization. She asked the board for input and the board had additional discussion. **Golden moved to sponsor MYRA in the amount of \$200 providing we get sponsorship in return, Regelman seconded – Motion Passed (Mersereau, Young, and Mastel voted no on this motion)**

8. Other Agenda Items – None

9. Adjournment - The meeting adjourned at 11:59 am. **Behringer moved to adjourn the meeting; Golden seconded – Motion passed**

Next meeting: Friday, March 19, 10:00 am – 12:00pm at MELSA