

Nevada Library Association
Board of Trustees Midwinter meeting
West Charleston Library
6301 West. Charleston, Las Vegas, NV
January 15, 2008

Voting Members Present: Denise Gerdes, President, Debbie Jacobs, Immediate Past President; Robbie DeBuff, Executive Secretary, Susan Williams, Treasurer; Steve Dimoulous , Finance Officer, Sufa Anderson, chair, Southern District; Kathy Pennell, chair, PLATO; Florica Hagendorn, chair, NSCLS

Voting Members Absent: Jeanette Hammons, President-Elect; [vacant], chair, Northeast District.;[vacant] chair, Northwest District.

Non-Voting/Advisory and other members present:

Janet Mastalir, MPLA Representative; Tanya J. Brown, chair, Personnel Development; Mario Aguilar, President, REFORMA; Salvador Avila, chair, Cultural Diversity Committee; Stephen Platt, chair, GODIG; Eva Stowers, Intellectual Freedom; Florica Hagendorn, chair, NSCLS; Nichole Steventon, co-chair, Membership ; Betsy Johnson, Summer Reading Program Subcommittee; Joan Vaughan, NLA webmaster; Lisa Gibson, chair, ACTION; Nikki Winslow, chair, 2008 Conference Committee; Ann Jarrell, Recording Secretary.

(Sign in sheet attached)

1. Call to order

Debbie Jacobs, Immediate Past President, call ed the meeting to order at 10:05 am

Acceptance of the results of the election

Debbie Jacobs reported that the following officers were elected:

President-elect: Jeanette Hammons
Executive Secretary for 2008/2009: Robbie DeBuff
Finance Chairperson for 2008/2009: Steve T. Dimoulas

The results of the election were e-mailed to members on January 1, 2008. (E-mail attached)
Susan Williams moved to accept the results of the election; Nichole Steventon, seconded; approved. (8-0)

2. Passing the Gavel of Office

Outgoing President Debbie Jacobs passed the gavel of office to incoming President Denise Gerdes

3. Welcome and Introductions

Denise Gerdes welcomed everyone to the meeting and asked that members of the Board and other NLA members in attendance to introduce themselves to the group. She noted that most chairs of committees and interest groups have submitted a written report to the board. She

suggested that members read those reports at their leisure (reports attached). The board briefly discussed holding meetings of the board by using teleconferencing technology.

4. Approval of Agenda

Robie DeBuff moved to accept the agenda; Kathy Pennell, seconded; approved (8-0)
The board then amended the agenda to add teleconferencing the board meetings under Old Business; Kathy Pennell, moved; Robie DeBuff seconded; approved (8-0)

5. Approval of Oct 2007 Board meeting minutes

The board suggested several changes. Sufa Anderson moved to accept the minutes as amended; Debbie Jacobs seconded; approved (8-0).

6. Treasurers Report

The board heard a report of Susan Williams. As of 12/31/07, the checking account carries a balance of \$26,260.35 and the Money Market account carries a balance of \$8056.55. The association spent slightly more than budgeted under Operating Expenses and well under for the Conference. The board then discussed scholarships and budgeting and use of the Request for Reimbursement (RFI) as a way to request immediate issuance of a check at the conference. Susan stated that all bills for contracted services must be sent to the official address of the association and not to individual members of the association. As a matter of practice, everything goes first to the finance chair and then to the Treasurer for issuing a check..

Sufa Anderson moved to accept the report; Kathy Pennell seconded; approved (8-0).

Report attached

7. Old Business

A. License plates rules and procedures

Debbie Jacobs, past president of the association, provided background to the board on the License Plate Rules and Procedures. (Attached)

At the last board meeting, the board reviewed a draft document. Members were asked to submit suggested changes to her by e-mail. She stated that most suggestions were to the Articles of Incorporation. These cannot be changed. She also noted that the number of plates is static. The board discussed the contact person listed on the draft document. Sara Jones is willing to remain the contact. No other discussion. Sufa Anderson moved to accept the Licence Plates Rules and procedures; Susan Williams seconded; approved (8-0)

B. Interest group updates

After some discussion about how active various interest groups and sections have been recently, Denise stated that her goal as President is to gather more members to the association and to breath new life in the organization. She would like to build a new group of members who are willing to serve in interest groups and sections. She also suggested that each group consider having an incoming chair or a co-chair so that incoming leaders are trained.

C. NLA Brochure: John Hawkins, Publicity, at Incline Village, is willing to work on a brochure for the association. Denise stated that our newsletter should be a printed publication. Nichole Steventon states that as of 12/31/07, the association had 308 members. Joan Vaughn

reported that as of 1/1/08, the association has 26 officially enrolled members because of the calendar year membership. She stated that she hopes the new membership year will change that. The last page of the newsletter should be a list of new members. Steve Dimoulas mentioned problems with getting enough information to fill each newsletter. The discussion then moved to building a new membership base, the role of the newsletter in that process, and the NLA conference this coming August. Denise closed the discussion by asking members to forward ideas for building the association or for the new brochure to by 7/1/07 so that the ideas can be incorporated into the draft brochure. The draft brochure will be placed on the annual meeting agenda.

D. 2007 Conference report

Dana Hines, 2007 conference chair, was not in attendance. The board briefly reviewed her report. A board member mentioned that the raffles for a Carson City event was an excellent idea.

E. Teleconferencing the board meeting.

The board continued its discussion of teleconferencing the board meetings. The concensus is that the By-laws may not need to be amended to allow the board to meet by teleconference. This was followed by a discussion of using a Blog for submitting information to and for the association. The board then discussed the website and the possibility of redesigning it. After a member stated that a simple redesign might cost the association around \$10,000 and might not look much different than the present design, Denise asked if there might be the possibility of a grant to redesign the website. She asked for volunteers to serve on an ad hoc committee and appointed the following: Mario Aguilar, Steve Demoulis, Joan Vaughan, Nichole Stephenton and Ann Jarrell and appointed Ann Jarrell as chair. The committee's charge is to look into the feasibility of redesigning the web page, the possibility of a grant, and perhaps serve to maintain the site. The report of committee is due at annual meeting, but Denise would like the report by July 1.

8. New Business

A. Membership form 2009

Debbie Jacobs sent an email with the proposed membership form. If you have ideas for improving the form, please get them to her. The new form will be voted on at the annual conference.

B. Scholarships

Denise Gerdes reported that Sidney Lowe can no longer serve as chair of the Scholarships Committee but will stay on the committee and asked board members to forward suggestions for a new chair to her as soon as possible. She would like to appoint another person from the academic libraries if possible.

C. Officer mentoring: Denise asked that chairs of committees and interest groups begin looking now for someone to serve as chair next year so that mentoring can occur. She also mentioned about actually passing on the handbook each year. Information on how to run interest groups and committees is not getting passed on to new chairs.

D. Update the Handbook/website After discussion, Denise stated that she will provide a 2

inch binder for the Handbook once the updates to the Bylaws have occurred.

E. 2008 Conference Update

Nikki Winslow, chair of the 2008 NLA Conference Committee, reported that the association has contracted with Santa Fe Station Casino for its conference. The theme of the conference will be Bridging the Gap. Exhibit packs are now being prepared and a call from programs has been sent out (and are also available on the association website). The application deadline for exhibitors is May 31 2008 and for program proposals is April 11, 2008. Tentative keynote speakers are Dan Eastman (sponsored by Continuing Education) and Mary Milton Brown (sponsored by NSCLS). In response to requests from the vendors, no conflict times for attending exhibits has been set. Vendors will provide 2 free-to-members of the association breakfasts, and a Happy Hour. The Exhibits area will feature an Internet Café.

August 14-16 was specifically chosen so that school librarians can attend. Programs are 1 hour long (effective presentation time is 45 minutes) and are tentatively scheduled only in the afternoon. One room will always have a children's program. A board member noted that no times have been set for interest groups and sections to hold business meetings. Nikki responded that she will e-mail chairs about requesting time for business meetings.

The board then discussed transportation. Santa Fe does not have a shuttle service and the association cannot reserve a shuttle. The board consider adding a line for requesting transportation to the meeting site to registration form. "If you need information about transportation, contact...". A member commented that awards, which are traditionally handed out during the President's even, present problems because of how difficult it is to hear over an ongoing dinner. Denise indicated she is considering giving out awards just prior to the second keynote speaker and encouraged board members to submit nominations for awards. Mario Aguilar mentioned that Google has a speaker's bureau: behind the web; how search strategies are created.

(Document on the conference attached)

The board recessed briefly for lunch.

9. 2008 Budget

Susan Williams, treasurer, estimated that the membership income will be approximately \$15,000 (Susan Williams estimate) and \$300.00 for advertising in *Nevada Libraries*
Nikki Winslow, conference chair, estimated that conference income will be approximately \$80,000. The association (Nikki Winslow's estimate)
Money Market \$800.00
Scholarship grants: none
total: \$105,350.00

Expenses:

total conference \$54,550 (estimated by Nikki Winslow and Steve Dimolas)

special agenda item: The Board accepted a petition for creation of Special Interest Group for

Nevada's statewide summer reading program.

The board recessed briefly.

When the board resumed, Susan Williams, Treasurer, provided a tentative budget, noting that projected expenses are over projected income. The board then worked to reduce budgeted amounts in several areas.

Robie DeBuff moved to accept the budget as amended. Floricia Hagendorn seconded. Approved. (8-0) Susan Williams will print a copy of the budget for board members.

Discussion followed on how funds are shifted among accounts. No action.

10. Reports of Committees, Sections, and Interest Groups

Denise Gerdes asked Board members to read reports at member's convenience.

11. Wrap-up/Announcement/adjournment

Sufa Anderson moved to adjourn at 3:30 pm.

Next board meeting is tentatively scheduled for 4 pm on Wednesday August 13th at the West Charleston Branch, Las Vegas Clark County Library District.

Respectfully submitted,

Ann S. Jarrell
Recording Secretary