

150: 10/11/02

**New Mexico Library Association
Executive Board Meeting
October 11, 2002**

Call to Order: President Earl Phillips called the meeting to order at 1:00 pm.

Roll call: Kathy Albrecht, Alison Almquist, Thaddeus P. Bejnar, Louise Bolton, Charlene Greenwood, Lori Grumet, Anne Lefkofsky, Betty Long, Eileen Longsworth, Susan Magee, Kathy Matter, Linda O'Connell, Earl Phillips, Barbara Rosen, Ellanie Sampson, Benjamin Wakashige

Introductions

Approval of the agenda

Approval of minutes for July 12, 2002

Minor changes were made to the minutes of the Executive Board Meeting on July 12, 2002. Thaddeus made a motion to accept the minutes as amended, Kathy seconded. Motion passed.

Treasurer's Report

Kathy Albrecht presented the Executive Committee's balanced fiscal year budget for approval. After in depth consultation between the Annual Conference Local Arrangements Committee and the Administrative Contractor, the Executive Committee cut July's proposed budget another 10% across the board (on most line-items.)

The resulting budget safely and conservatively anticipates a successful Annual Conference. Many thanks are due the Local Arrangements Committee for holding conference costs down this year. Fortunately, the Sheraton Old Town is paying our Convention Center rent in whole (due to their over booking their own facility.) And thanks to all SIGS and the offices within NMLA for staying within the limited spending authority which has been in place since July.

Our investments are holding steady (2 CDs (\$5,000) and Treasury bill (\$20,000).) The checkbook balance is again ample, with registrations arriving for the mini-conference.

NOTE: Requests for NMLA tax exempt certificates from vendors must include their addresses AND their CRS (Consolidated Returns System) numbers for Kathy to process them.

Vice-president's Report

Conference planning – concerns

1. Sheraton hasn't yet gotten a written agreement with the Convention Center but hope to within a few days. They are negotiating free parking.
2. The number of exhibitors expected due to the economy and possible war status. NM is headed into a downward economic spiral.
3. Computer/internet access at the Convention Center is unimproved and problematic. As soon as the CC is under contract, the costs of adding needed access and equipment can be assessed.

See Attachment #1 for full details of conference.

Preconference fees will be determined once the costs have been fully developed.

The conference center has a new caterer and is willing to work with NMLA on costs for box lunches, etc. In addition to the usual breakfast coffee set up, there will also be a coffee kiosk set up with flavored coffees to purchase throughout the day. The beverage service in the exhibit area may also be open for sodas. The awards meal on Thursday will be a luncheon. There is a Friday night mystery dinner at the Sheraton featuring Rudolpho Anaya, Jake Page, Judith van Geison, and Steve Brewer. Costs and proceeds will be shared with the Friends of Albuquerque Public Library. It will be open to the public and limited to 300 participants. The ticket price is tentatively set at \$50 per person or \$85 per couple depending on costs.

There is some concern that in 2005 something similar may happen since there are only two places in Albuquerque (at this time) that are large enough to hold our conference – the Sheraton and the Convention Center. Negotiations for 2005 have not yet begun.

New Business

1. Betty Long submitted a form requesting that the White House Conference on Library and Information Services (WHCLIS) Task Force be made a SIG. It was formed after the 1991 White House conference. They will be meeting with the similar group from Texas to try to generate interest in having another national conference. They had originally planned to have a conference every 10 years.

MOTION: Kathy Matter moved that WHCLIS be confirmed as a SIG of NMLA. Louise Bolton seconded the motion. Motion passed unanimously.

2. Prices for exhibition space, registration, banquet lunch and box lunches at the conference were discussed.

MOTION: Kathy Albrecht moved that the following prices be used for the 2003 conference: exhibition space: 10'X10' = \$450; 8' table = \$150; free tables available for nonprofit organizations; conference registration = \$70; reserved box lunch = \$5; both award (Thursday) and Youth Services (Friday) luncheons = \$23 each. Eileen Longworth seconded the motion. Motion passed unanimously.

3. Mountain Plains Library Association – Charlene Greenwood
Charlene's term is ending. She raised two points: most MPLA representatives are elected (which would require a by-laws change for NMLA) and the terms are generally 3-year as are the ALA Councilors' terms. If the Board decides that the position should be elected rather than appointed a notice of the by-laws change will need to appear in the newsletter at least one month before the annual business meeting at the conference. A vote of the membership would be taken at that business meeting. ALA strongly recommends that all such positions be elected.

ACTION: This item will be discussed more fully at the January meeting.

ACTION: Investigate the minutes to determine when Thaddeus was appointed.

Committees, SIG and other reports

1. AASL representative, Alison Almquist

“The Affiliate Assembly met for two days at ALA in Atlanta. Several resolutions were recommended by members of the Affiliate Assembly to the AASL Executive Board. What resolutions will be accepted and acted upon remains to be seen. The lack of communication among membership, the Affiliate Assembly, and the AASL Executive Board appears to be of primary concern. The Affiliate Assembly consists of several regions. New Mexico is part of Region VI. There is an effort by Affiliate Assembly members of Region VI to improve communication between our states. It has been a slow process since the Chair of Region VI will be changing shortly.

Every two years New Mexico must reapply for membership with the Affiliate Assembly. I have received about twenty pages of instructions and the re-affiliation form. The minimum requirement for affiliation is 25 NMLA members or 10% of our NMLA membership must also belong to AASL. I will contact Linda O'Connell and find out how many joint members we have and return the re-affiliation form to AASL.”

2. ALA Councilor

Thaddeus will be traveling to Chicago (ALA) in November to interview Parliamentarian candidates.

3. Awards

Charlene Greenwood mentioned that they are planning to go to plaque awards for the school awards next year.

4. Association Administrator - Linda O'Connell (GO Bond up-date)

Almost \$20,000 received. The website is packed with information. (See the L&IF report for more details.)

5. Annual Conference Program and Local Arrangements

6. Education: No report from the committee.

ACTION: Eileen reminded the Board that the Local Arrangements Committee would not be facilitating any fundraising efforts by the Education Committee beyond providing them a table at the conference.

7. Legislation and Intellectual Freedom, Lori Grumet and Benjamin Wakashige

The committee met on September 13, 2002. They distributed to all the regional coordinators a time table, a check list, a reinforcement of legal do's and don'ts and other information about what was happening with the GO Bond so they could continue to coordinate efforts in support of the GO Bond. They have a group who have undertaken to speak on behalf of the GO Bond to community organizations. Print promotions, television coverage and other related support efforts were enumerated.

ACTION: It was noted that longer notice of meetings might improve participation by committee members.

Ben spoke about the participation and responsibility of the PAC (fundraising and website promotion.) There are about 18 regional coordinators from the L&IF committee who coordinate publicity efforts in their areas. The coordinators work with the public relations firm hired by the PAC to coordinate the materials. The School Library SIG sent a mailing to all school librarians and principals, promoting the bond issue. KNME did a 1-hour program on bond issues as well.

Ben mentioned that the same public relations firm has been hired to promote libraries on both radio and television.

8. Members at Large – SIGs and Mini- Conference, Kathy Matter and Barb Rosen
The mini-conference program was distributed. The conference was pared down as much as possible to save money but they believe they are providing a good conference with good speakers and programs.

- a. *ASL SIG* – see Attachment #2
- b. *Northern New Mexico Youth Services Round Table SIG* – see Attachment #3
- c. *Paraprofessional SIG* – see Attachment #4

9. Nominations Committee – no report.

ACTION: Kathy A. will contact Kay Krehbiel to see about their progress.

Other

- a. *Membership report* - As of October 3, NMLA had 520 members.
- b. Thaddeus proposed that NMLA open a 'paypal account' so membership can be done through the website via credit card.

MOTION: Thaddeus Bejnar made the motion that NMLA make membership and conference registration available electronically and paid via Paypal. Eileen Longworth seconded. Motion passed unanimously.

ACTION: Linda will set up the account and work with Lori on the webpage connection.

- c. Eileen Longworth proposed that there be a NMLA apply for a corporate American Express. It would help facilitate the conference cost deposits that now have to be paid by check. It will also help with some cash flow problems.

ACTION: Eileen volunteered to research the procedural guidelines implemented by the Utah Library Association for the next meeting.

- d. *MPLA and NM Library Foundation*, Charlene Greenwood
MPLA - see Attachment # 5.

Charlene recommends that since the April 2007 meeting will be a joint conference with MPLA next year would be appropriate to set the dates and begin preliminary

planning for that meeting. There will be about a 16-month lag for MPLA since the previous conference will be held with the Wyoming Library Association in the fall of 2005. The 2007 date was set up to coincide with an Albuquerque year as it is expected that participation will be approximately 25% - 33% over normal attendance.

NM Library Foundation - Charlene reported that several members of the Foundation Board had changed. The Foundation would like to send out a mailing promoting their event at the mini-conference and requested a set of NMLA mailing labels to use for that purpose. It was requested that they include a map to the event in the mailing.

MOTION: Thaddeus moved to grant this request. Kathy A. seconded the motion and it passed unanimously.

e. *Guidelines for NMLA Annual Conference Program Committee*

This was the only committee without stated guidelines and these were done to rectify this.

MOTION: Eileen Longsworth moved that these guidelines be accepted as amended. Kathy Albrecht seconded the motion and it passed unanimously.

f. *Final budget approval.*

A discussion arose around the subject of expenses accrued by appointed representatives of NMLA (ALA Councilor, MPLA representative, etc.) that are not adequately covered in the budget. It was suggested that if funds are not used as allocated (to SIGs or otherwise) some of the shortfalls might be made up later in the year. This would only be possible if the conference is as successful as hoped.

ACTION: Louise Bolton, Linda O'Connell and the membership committee will investigate how much membership in NMLA costs and make a recommendation regarding dues in relation to those costs. Anyone else who is interested in working on this would also be welcome.

Louise Bolton moved that the budget be approved as presented. Barb Rosen seconded the motion and passed unanimously.

g. Ben mentioned that an announcement would be made shortly regarding the RFP for the general periodical databases.

Next meeting will be a luncheon meeting at noon on January 31, 2003 at the South Valley Branch Library.

Kathy Matter moved for adjournment. Kathy Albrecht seconded the motion and the meeting adjourned.

Attachment #1

2003 NMLA Annual Conference Program Committee
Report for October 11, 2002

Approximately 60 program proposals are being considered for the conference schedule. Dora Trudell and Anne Lefkofsky are following up with presenters to get detailed program descriptions, and to negotiate reduced fee requests.

We are also seeking additional programs for the academic track, and will continue to take these proposals for through the end of October. Tentatively, program tracks include:

- Keynote, All-Conference and Featured Speakers
- Management and Professional
- Youth Services
- Adult Services / Technology
- Legislative
- Academic
- SIG Meetings and Programs

Highlights: Our keynote speaker is Steve Coffman, of LSSI. Cindy Cunningham, US Catalog Librarian at Amazon.com, will present a two-part program on "lessons that libraries can take from online booksellers" in creating web-based OPAC interfaces and services that respond to the expectations of users like Amazon.com customers. Susan DiMattia, editor of LJ Hotline, will discuss how "Putting Make-up on a Dinosaur Doesn't Create the Library of the Future". Recorded Books will provide an overview of audiobook production, with an actor reading a work for the audience.

Preconferences will focus on:

- Storytelling
- Preservation
- Information Literacy
- (Census Update -- at UNM Zimmerman)

Speaker agreement forms will be sent out as program details are finalized, and will be due at the end of November.

The committee continues to work closely with Local Arrangements and Linda O'Connell.

Respectfully submitted,

Anne E. Lefkofsky

The local arrangements committee submitted a draft conference budget to the treasurer for consideration and approval at the October 11, 2002 board meeting.

The local arrangements committee met with Eileen B. Longworth on Sept 20, 2002.

Ellanie Sampson

Attachment #2

ASL SIG Report October 11, 2002

Pam Rishel, Charlene Greenwood and Rogers Barde are working on the School Library Award for 2003. They are modifying the form to make it more compatible with the standard form, and help make it more clear what minimum, average, and exemplary mean. We will get out publicity as soon as we get deadline dates firmed up from the award committee. They wanted things in by November, and we feel we need more time. Publicity will go into the Hitchhiker, nmla list serve, and the e-lists for task force and sig.

There have been workshops for collection development presented to school librarians around the state. Carol Sarath held a workshop for the Gallup/McKinley area, Rogers Barde several (3) for the Four Corners Area, Omar and Barbara one for Rio Rancho, and Alanna McGratton and Judy Hulsey one for the North Central Corridor. Christine Cantrell is planning a workshop for the Southwest in the middle of October and Omar and Barbara have been invited to do a workshop Oct 25 for the education conference cosponsored by Los Lunas Public Schools and NEA-NM. The GO Bond information has also been presented at these workshops.

On October 4th, Ben Wakashige, Judy Hulsey, and David Giltrow handed out information in the vendor's area of the New Mexico Association of Non-Public Schools annual conference about the GO Bond. On October 11th and 12th the New Mexico State Learning Conference will be in Albuquerque. We will be passing out information about the GO Bond as well as the brochure about School Libraries. The SIG will also be sharing a booth with the State Library Oct 18 in Albuquerque at the Humanities Conference (NM Council of Teachers of Oct and New Mexico Social Studies Assn.). Maggie Reysen is seeking volunteers at this time for both.

The SIG did a mailing to all NM principals and district administrators October 2. The mailing included the SIG brochure and information about Bond Issue C.

The SIG is sponsoring a strand of four sessions at the mini-conference on the theme of advocating for your library. SIG members will be presenting at all the sessions.

Stephanie Eagle has been coordinating school library activities in support of Bond Issue C in cooperation with the NMLA regional coordinators appointed by Toni Beatty of the Legislation and Intellectual Freedom Committee.

The school library curriculum writing committee received a grant from the New Mexico Library Foundation to help cover travel expenses for the members to finish the work on the curriculum template for New Mexico School libraries. The committee is pleased with the progress they have made with the template to date and is looking forward to completion of their work by April 2003.

Judy Hulsey

Attachment # 3

NNMYSRT (Northern New Mexico Youth Services Round Table)
Lori Snyder and Vaunda Nelson, liaisons to the NMLA Board

The round table is an informal gathering of librarians interested in young people. The group meets to share professional concerns and creative ideas; to participate in workshops pertinent to children and libraries; and to develop a network of support among librarians working with young people. In the past the Round Table has met three times a year. In the May 2001-April 2002 calendar year, the group was able to meet only once. We are working on getting back on a more regular meeting schedule (fall, winter and spring.)

The spring meeting was held at the Mesa Public Library in Los Alamos with Liz Laemmle and Bev Cooper hosting the event. At this meeting Kathy Barco presented "First Came Possum Magic...now Reading Magic." Ashana Lobody of Music Together demonstrated creative ways to use music in story programs for babies and toddlers. Members toured the host library, discussed lapsit programs at Los Alamos, and viewed a video; *Libraries are for Babies, too*. Members also discussed plans for the fall meeting.

A fall meeting is planned for Friday, September 27, 2002 at the Rio Rancho Public Library. Youth Services staff at the Rio Rancho Public Library will host the meeting. The topic will be "Young Adult Services". Lori Snyder and Kathy Campbell will give a presentation on graphic novel collections for young adults. Attendees will share their Young Adult programming ideas. A tour of the Rio Rancho facility will be given. Lori Snyder and young adult, Shaye White, will give a demonstration of shadow puppet theater being developed at the Rio Rancho Public Library.

Attachment # 4

Paraprofessional SIG

I am very pleased that we have had several responses from the article that was placed in the State Library newsletter and also the NMLA newsletter. There was an interest in reorganizing the Paraprofessional SIG here. I have applied for a program (at the NMLA annual conference) in April 2003.

I have all the names and email addresses from all people that responded.

I do plan to email the public, school, special and academic libraries. I finally got the list and will send it out in late November.

Leslie Monsalve-Jones
New Mexico State Library

Attachment # 5

Mountain Plains Library Association, NMLA Report October 11, 2002
Submitted by Charlene Greenwood, MPLA Representative

I attended another great MPLA conference. It was really “fun in Fargo” but not quite “freezing in Fargo.” It was 48 degrees for the high and it snowed north of the city. This is where the Tri-conference was held with the North Dakota Library Association and the South Dakota Library Association. The theme was “Exploring New Pathways to Information: In the Spirit of Lewis and Clark” celebrating the 200th anniversary of their expedition and was from October 2-5. One of the highlights was an after dinner program that had a cultural presentation by Amy Mossett as Sacagawea giving an historical perspective of the life of a young Shoshoni-speaking woman who lived among the Hidatsa and Mandan and became part of the expedition.

The programs and speakers were informative and impressive. The keynote speaker was Pat Wagner of Pattern Research, Inc., Denver. Other featured speakers included Dr. Mitch Freedman, ALA President; Patrick Jones, noted authority on teen programming; and Ben Mikaelson, author, accepting the North Dakota state book award for Touching Spirit Bear. The sessions that I attended were very full and there were lots of questions. The Fargo Public Library had recently celebrated its 100th anniversary and they had a marvelous reception (lots of chocolate) for the attendees. The attendance was 448.

The next conference will be with the Nevada Library Association on November 5-8, 2003 in Lake Tahoe. I have attended four conferences and they have all been excellent. In April 2007 MPLA will be with NMLA for a joint conference. This would be a great opportunity to have the other library organizations in the state join with us.

The MPLA Leadership Institute that was two years in the planning is nearly here. It will be held at Ghost Ranch from November 10-4. There will be 30 participants and six mentors. The participants were selected from applicants and are from the 12 states that the association encompasses. Representing New Mexico are Stephanie Gerding of the NM State Library and Gwen Kalavaza of the Los Alamos Public Library. This fulfills one of the NMLA's long range goals to provide leadership training.

The new president is Jean Hatfield, Johnson County Library, Shawnee Mission, KS near Kansas City. The new vice-president is Carol Hammond of Thunderbird: American Graduate School of International Management, Arizona. The association is at this time working on trying to hold virtual meetings and exploring the software available. It is also working on a long range plan and revising its bylaws to better meet the needs of the group.

Currently there are 32 members from NM that belong and 715 from the 12 member states.