

MLA Executive Board Meeting
May 8, 2015
Mississippi Library Commission, Jackson, MS

1. Called to order 11:10 am by President Patsy Brewer.
 - a. Present: Patsy Brewer, President; Molly McManus, Vice-President; Amanda Powers, Past President; Blair Booker, Treasurer; Selena Swink, Secretary; Ellen Ruffin, ALA Councilor; James Kennedy, ACRL Section Chair; Wil'Lani Turner, Public Library Section Chair; Joy Garretson, Special Libraries Section Chair; Barbara Price, MLA Administrator; Marsha Case, Parliamentarian; Jenniffer Stephenson, Exhibits Chair; Susan Cassagne, MLC Executive Director; Jennifer Nabzdyk, Web Committee Chair.
 - b. Motion to approve agenda was passed by Amanda Clay Powers. It was seconded by Blair Booker. Motion carried.
 - c. Motion to approve minutes was passed by Blair Booker. It was seconded by Ellen Ruffin. Motion carried.
2. Blair Booker, Treasurer
 - a. No official report as Barbara continues to learn QuickBooks. The report should be available by the end of May.
 - b. Question of whether MLA should move to a credit card instead of debit card was discussed because of \$5000 daily limit on debit card. This has been an issue at National Legislative Day in Washington D.C. Barbara and Blair will talk to the bank about concerns and report at the August meeting.
3. Patsy Brewer, President
 - a. Marsha Case has been appointed by the MLA President as Parliamentarian to ensure the board follows Roberts Rules of Order.
 - b. Patsy represented MLA at the Children's Book Festival at USM. Many membership forms, brochures, stickers and bookmarks were given to teachers and attendees. It was difficult setting up the display as MLA has no promotional items (such as a tablecloth) with the association's name on it. Patsy wants to invest in promotional material that could be used at events throughout the year. Amanda suggested a kit that can be transported easily with all needed materials in it.
 - c. Patsy will look into prices and bring suggestions to the meeting in August. The update on the MLA handbook is progressing. It is 80% complete with 25 of the 35 sections being revised. Patsy suggests highlighting changes rather than deleting them so the changes can be seen. Some changes may need to be discussed with the final decision being made by the Executive Board. The revisions to the handbook will be discussed again at the August meeting.
4. Molly McManus, Vice-President
 - a. Hotel negotiations have been slow. Only The Grand and Holiday Inn Express have confirmed rooms. The menus are not available from the caterer yet. Molly will start planning the special events soon.
 - b. Joy reported that the pre-conference program will cover dealing with patrons with mental illness in the library from the National Alliance for Mental Illness.
5. Barbara Price, Executive Administrator
 - a. Continues to set up QuickBooks. It will be a very efficient system when it is completed.
 - b. She has completed the transition with AT&T to U-Verse and will continue to work with AT&T
6. SELA Report
 - a. Conference was held in April with 14 Mississippi members currently.
 - b. The summer conference will be held August 14-15 in Birmingham.
 - c. SELA is hoping for a future invite to an MLA conference and would like to do a joint conference at some point.
7. Ellen Ruffin, ALA Councilor
 - a. Ellen was asked to run for the ALA Awards Committee by Sari Feldman, ALA president. She decided to run so Mississippi will be represented. The election will be held at ALA.
 - b. She is waiting to post the 2014 report when she receives the information from various individuals.
8. Susan Cassagne, MLC Executive Director – Nine librarians attended National Legislative Day in Washington, DC in May. The group met with Senator Thad Cochran and attended Senator Roger Wicker's breakfast. They met with staffers on the House side and discussed several issues including broadband speeds at MS libraries and the importance of school librarians.
9. James Kennedy, ACRL Section Chair
 - a. The spring meeting will be in two weeks on May 21st at MLC.
 - b. Currently working to finalize speaker for the MLA conference.
10. Wil'Lani Turner, Public Library Section Chair

- a. Looking at three potential speakers for MLA conference so she will submit a proposal to the Vice-President. They are Patricia Neely-Dorsey, Kimberly Lawson Roby and Zane. Jennifer said some of the cost is shared with 2 Year College Round Table and Trustees Section. Marsha said we have had help from the Trustees in the past and it does not have to be a Mississippi author.
 - b. Wil'Lani will submit the proposal for the conference.
11. School Library Section Report
 - a. Patsy has talked to Holly and Venetia Oglesby and they want to form an association and join ALA.
 - b. Both will be invited to the August meeting.
 - c. Ellen will talk to Holly about MLA sending her to the American Association for School Libraries conference. Requested MLA to consider paying her dues for ALA. Amanda suggested a written proposal from the school section detailing their requests.
12. Joy Garretson, Special Libraries Chair
 - a. Little Free Library is excited about coming to Mississippi but nothing official on conference yet.
 - b. Joy is reading the handbook and trying to better understand the job description
 - c. Joy inquired about MLA paying for membership to Special Library Association and to see if association can join. Marsha said it is not automatically done but has to be requested by the section.
13. Trustee Section - absent but Patsy is going to work with her on a trustee program for MLA conference.
14. Barbara Price, Archives
 - a. Jen Culley from USM is working with MS Library Archives to figure out what is going where. Ellen is going to try to clean up the internship/paid position misunderstanding. Suggested student could work with Cindy Lawson to supervise ongoing work.
 - b. Jen Culley wanted to know if MLA wanted old copies of *Mississippi Libraries* in the MLA archives. Barbara said just one copy but not multiples.
15. Awards report – Committee is working on handbook and have submitted a request for Awards brunch to Molly.
16. Black Caucus Report - There were two scholarship applications and they are looking forward to awarding the winner in Natchez.
17. Election report
 - a. 51% of voting was completed online with 50 paper ballots being mailed and 16 being returned. 360 members were qualified to vote and 197 participated. Barbara said the paper ballots were for people who did not have an email address. The downside of paper ballots is that the election committee has to come together to count them. It was agreed to go to online voting next year with the transition being mentioned at this year's conference. The policy will be changed in the handbook.
 - b. The results of this year's voting from the Nominating Committee Chair Otha Keys per an email to Patsy are Jennifer Stephenson for Vice-President, Jamie Bounds for Secretary and Blair Booker for Treasurer.
18. Amanda Clay Powers, Fiscal Management – working on financial information in July for new investments
19. Patsy Brewer, Legislative Committee - One of the most viable topics discussed with the US Congressmen at National Library Legislative Day was the mean download speed for Mississippi libraries. National average is 54 and Mississippi's is 7.
20. Barbara Price, Membership Committee – MLA membership continues to grow. We have 548 members currently, but not all have renewed their dues.
21. Absent, David Brown, National Library Week Committee – David's efforts to promote NLW this spring was very well received and highly visible
22. Absent, Antoinette Giamalva, Publicity Committee - reports that she is interested in doing more on Pinterest for MLA.
23. Absent, Courtney Thomas and Lori Barnes, Scholarship Committee - as of May 1st only one application has been submitted. MLA may need to find more ways to promote the scholarship.
24. Jennifer Nabzdyk, Web Committee - she is working on vendor registration forms. There is an increase in the price but if the online software is paid for two years it will lock in the price. Amanda Clay Power moved to to pay the fee for two years. Seconded by Ellen Ruffin. Motion carried.
25. Old Business
 - a. ALA would like to offer a split membership with MLA for students for \$38 with half going to each organization. Motion to partner with ALA was made by James Kennedy and seconded by Blair Booker. Motion carried.
 - b. The travel budget was discussed. The budget needs to be broken down to show how much money is set aside for each board member that is allocated travel expense. The ALA Councilor is given \$2500. The SELA councilor is given \$1000. President is given \$2500 and the Vice-President is allotted \$1,500 An amount of \$10,500 is set aside for National Legislative Day and \$500 for MS Legislative Day. There should be a current breakdown of how much is in each category. Amanda

agreed that it is important for the Vice-President to be sent to ALA and trained. All agreed to send Molly to ALA.

26. New Business

- a. *Mississippi Libraries* - This issue needs to be addressed by the board based on comments by MLA members. The editor is appointed by the Executive Board for three years and paid \$500/yr. The online version is not user friendly. Would a PDF format be easier to use? The general consensus is that the current editor is doing the writing himself and not responding to emails from others. The current editor sent out an April Fool's Version of the publication. It was discussed that the three year term is up this year. Normally, MLA sends out a call for applications and examines the candidates. Patsy is going to look at the minutes and see when the current editor started and the specifications. If there is not a contract in place, MLA will advertise for a new editor. Amanda said we need to create a job description with expectations for the editor. Molly asked if we need to consider a pay increase for the work involved with the publication. This discussion will continue at the next meeting.
- b. ARSL – Patsy discussed the possibility of having an ARSL representative on the Executive Board. Various board members shared their opinion of attending the conference. There are currently 18 members in our state. Amanda said we need a written proposal for the August meeting, so we can vote on it and nominate someone in December to be elected. Marsha will do research on the bylaws. Jenniffer will write a proposal for the next meeting.
- c. Endowment Grant - Joy stated that Mississippi is underrepresented in the National Endowment of Humanities grant. Millsaps is the only one to receive a grant this year. The match is 3 to 1 and the latest endowment is \$75000. More information about NEH should be sent to libraries to make them aware of the grants. The information is on their webpage and can be viewed to see what is currently available.
- d. Mississippi Book Festival - Ellen stated that this event will be Saturday, August 22nd at the Mississippi State Capitol. It will be the first statewide book festival with many genres being represented. Ellen will be involved in the children's books portion of the program. More information is on the website.

27. Motion to adjourn by James Kennedy. It was seconded by Molly McManus.

Adjourned at 1:31pm

Submitted by:

Selena Swink
MLA Secretary

Approved by board on July 31, 2015