

**Mississippi Library Association
Executive Board Meeting Minutes
May 18, 2012
Mississippi Library Commission
Jackson, Mississippi**

Stephen Cunetto called the meeting to order at 10:00 a.m., and thanked the Board members for being here.

**Those present: Kathy Buntin, Treasurer
Jenniffer Stephenson, Public Library Section Chair
Melissa Dennis, ACRL Chair
Jeff Slagell, ALA Councilor
Jennifer A. Smith, Past President
Stephen Cunetto, President
Pat Matthes, Secretary
Lynn Shurden, Vice-President
Sheila A. Cork, Special Libraries Chair
Jaclyn Lewis, Special Libraries Section Vice- Chair**

**Others present: Roberto Gallardo, PhD, Assistant Extension Professor
Limeul Eubanks, MS Department of Education
Mary Julia Anderson, Executive Secretary
Susan Cassagne, Legislative Committee
Deb Mitchell
Pam Pridgen
Carol Green, Fiscal Management Committee
Barbara Evans
Jeanette Whisenton, Black Caucus
Jacqueline Quin, 2YCRT**

Jennifer Smith made a motion to accept the Agenda and Kathy Buntin seconded it. President Cunetto made the addition of 9.2, the election of officers. The agenda was unanimously accepted.

Two guests:

Mississippi Broadband Education Initiative was presented to the Board by Roberto Gallardo, PhD, Assistant Extension Professor, MSU Extension. Broadband Education Initiative. eBEAT (Extension Broadband Education & Adoption Team).

The Overall Initiative of the program is:

- **Part of the State Broadband Initiative**
- **Funded by the National Telecommunications and Information Administration**
- **Broadband mapping of the State**

- **Comprehensive statewide broadband plan**
- **Regional planning teams**
- **Education and technical assistance**

Key Audiences:

- **Underserved communities and households**
- **Local governments**
- **Small and home-based businesses**
- **Entrepreneurs and the self-employed**

Important Benefits:

- **Adds a critical asset needed to spur economic growth.**
- **Expands markets for products and services offered by farmers, businesses, and entrepreneurs across the state.**
- **Provides new opportunities by local government to access and deliver vital information and resources.**
- **Generates cost savings and efficiency that gives an edge to Mississippi's public and private sectors.**

Web site: <http://broadband.ms.gov>
<http://srdc.msstate.edu/ebeat/>

A Library Media Guide update was given to the MLA Board by Limeul Eubanks, MS Department of Education.

The minutes were approved with a correction being made that Kathy Buntin presented a financial report rather than a budget. The motion to approve was made by Jeff Slagell and seconded by Jennifer Smith.

Treasurers Report: Kathy Buntin presented the Financial Report since January. The December phone bill was paid in January. Balance sheets are waiting on an approved budget for the Bookkeeper. Lynn Shurden made a motion to accept the report and Jennifer seconded it. All Board members approved accepting the report.

Kathy presented a Proposal for a Travel Policy to provide guidelines for travel. Members should look at this report and provide comments to Kathy. Kathy asked the Board Members to please review this proposal for consideration of approval at the next meeting.

President Cunetto reported:

National Library Week. Posters were created and made available. Publicity was sent to Hattiesburg, North Mississippi Daily Journal (Tupelo), Desota Times, and the Clarion Ledger. There were some concerns that material was not distributed. Many people liked this new approach. Alice is sending a survey to survey what people would suggest for next year. The MLC Grant-could not be used for publicity.

The funding for adds came out of the MLA Budget. The grant has been submitted to MLC.

- **Long Range Planning/Goals/Objectives –Catherine Nathan and Jeff Slagell have accepted the charge for working on the Long Range Planning for MLA. There are many ideas and suggestions to think about. Plans are to discuss future goals at a meeting in Jackson and maybe at Conference to get input from the members. Membership is a concern, Mary Julia’s future retirement, balancing the budget, etc. At the August 10 MLA Board Meeting, there are plans to have a discussion session led by Jeff Slagell following the meeting.**
- **There is now a Drop Box account for storing documents. The object is a central location for the files. It is open to Committee Chairs.**

Vice-President Shurden:

Programs are set. Proposals must be in on time. Everyone must be careful with funding as MLA will go into next year without going into the red. Everyone should use state speakers when possible. Chairs of Committees need to talk to past chairs. The Future is Now is the theme for the Conference.

Jennifer Smith has been working on fiscal management.

Mary Julia- Reported that everything is as usual for the MLA Office

Jeff Slagell, ALA Councilor:

Maureen Sullivan has been elected President of ALA

Anaheim, CA is the site of the Annual Conference this year.

ACRL Chair Melissa Dennis announced the ACRL Spring Meeting will host a program on May 24 focusing on Institutional Repositories. Alex Watson asked Meliassa to present the new Mississippi Libraries. Board Members were pleased with the Mississippi Libraries issue.

Jenniffer Stephenson reported on work force recovery and what public libraries are doing for people out of work. Some ideas presented were speakers such as Gary Golden, futurist; IMLS representatives; Dept. of Labor reps from MS; partnering with other agencies; working with the Winn Job Center; improving education and providing assistance with how to apply for jobs online.

Association for Rural and Small libraries. SRSL information. There is a preconference in Raliegh, NC Sept. 26. Presenters should gear workshops and presentations to rural and small libraries. State Contact is through this organization.

Special Libraries Chair, Sheila Cork reported they are working on topics for the Conference.

A suggestion was made to send an email out to see if directors know of a trustee who would like to serve on the Board, if Harriet does not have someone in line. Mary Julia may have a contact.

Carol Green, Chair of the Fiscal Management Committee presented the committee report.

- 1. Raise conference registration fees for 2012 conference-approved at February 3 meeting**
- 2. Raise membership dues by \$10.00 over the next 2 years (2013-\$5.00 and 2014 - \$5.00) or raise membership dues by \$10.00 for 2013.**
- 3. Add a new line to the budget for ticketed events**
- 4. Approve raises for MLA staff**

Discussion and motions followed:

Increase revenue-decrease expenses. Suggestions: Sheila to get in touch with SELA for a joint Conference. They have recently partnered with Virginia and with Georgia. She asked about meals. Mary Julia reported that we usually lose money on Conference meals.

Lynn asked about raising dues (this would not go into effect until 2013). Melissa asked about memberships and recommends that libraries pay for memberships as an awareness campaign. We need clarification on whether libraries can pay for staff participation in organizations. Institutional memberships do not have voting rights. Discussion on institutional memberships followed. Kathy said we need a breakdown of members in types of libraries and we should appeal to our peers to join MLA.

Mary Julia said that traditionally MLA has more vendors. We have the lowest rates for Exhibit fees. Also, this information needs to be on the web site. The Board members discussed ML and ideas for cost savings. Convention income reports show we need more exhibitors. We received \$4,000.00 last year and over \$10,000.00 this year- budgeted \$7,500.00.

Sections- took out \$750.00 for conference expenses that is covered on the Grant. A Paypal discussion followed. This could be taken out. Susan asked if we have discussed passing on any charges to the users of credit cards. This has been discussed. A flat convenience fee could be considered. The telephone line was investigated, but did not save anything. Travel is important. Convention expenses depend on sponsorships and exhibits. Several suggestions were made for things we could do in long range planning.

We have already voted to raise conference fees.

Kathy suggested we raise the annual dues by \$10.00 across the board. The proposal to raise annual dues by \$10.00 starting February 2013 was made into a motion by Kathy and seconded by Jennifer. All approved.

Deb Mitchell said we need to look at bylaws to see if the membership has to vote on the dues. The bylaws were consulted and it was determined that: Dues – annual dues may be set or changed at any annual meeting by 2/3 of vote of members present. According to the Bylaws, we need to vote at Conference. Kathy recommended that we put annual dues on the Agenda.

Adding a new line to track a ticketed event was recommended.

Salaries were approved as \$582.40 for Mary Julia and \$157.50 for the Bookkeeper. Jeff made the motion and Jennifer seconded the motion. Jennifer moved that we amend our motion and Jeff seconded it that the raises begin as of June 1. All approved. A suggestion was made by Kathy to add a line that is a part of taxes so that it is separated out rather than employer and employee being reported all together. Move money to reflect that we as employers kick in a portion of the taxes. This part should be moved into a separate line and reduce salary by that amount. A motion to accept the budget was made and Jennifer seconded it. There were nine (9) yes and one (1) no vote. The budget was accepted by the majority of Board Members.

Awards: Barbara Evans Library Champion Award Barbara presented a proposal from the Awards Committee. Recipients this past year were Cecil Brown and Billy McCoy who each received a plaque and a meal. Jeff made a motion to accept this proposal and Lynn seconded the motion. All Board Members approved this proposal. July 1 is the deadline for this reward.

Awards decisions on the Authors Awards will be made by the end of May 2012.

A proposal was presented for a revised MLA Annual Report with revisions that cover information regarding Committee members. Change all reports to include this information. This proposal was tabled for review and discussion at the August Meeting.

Susan Cassagne's report from the Legislative committee: This year the 8 people who went on the Washington ALA Legislative trip visited with all the delegates. They provided a photo opportunity to the delegates with Read posters. LSTA and school libraries were big issues this year.

Committee Members described a program that another state did that promotes literacy. MLA/MLC could work together as Gloria has some local photographs and the Legislative Committee has the national photos. MLC has distributed the ones they have taken. If the Legislative Committee would continue to work on this project, libraries could explore acquiring digital images for all types of libraries.

There is a need for more discussion development of this project through the Legislative Committee.

8.1 Mississippi Libraries- Alex P. Watson at Ole Miss is doing a great job. They have one issue already published. Plans are for four (4) issues and content has been mapped out for at least two issues. Going online would reduce the cost. The first goal was to get the journal up and running and he has done that. He was concerned about all the ramifications of going online. After the Fiscal Management Committee talked to him about costs with copycats -\$16,000.00, it was determined we could do three this year to stay within our budget. President Cunetto made the executive decision to stay with 3 issues at \$13,500.00. Alex was worried about the stake holders-people who buy adds or have submitted articles. An Ad Hoc Committee is needed to study online issues and pro's and con's and to make a proposal by now and the August MLA Meeting. The Committee will be tasked with doing a study and bringing back a recommendation with the intent of going online. The plan is to move forward with this. Board Members want to let Alex know how much his work is appreciated.

New Business:

Jeff Slagell: Annual Conference Sight Selection – Set for this year. Jeff made a motion that MLA sign a 2 year agreement for 2012 & 2015 for Natchez. This is \$7000 with 15% discount for 2012. Jennifer seconded the motion and all approved.

2013 Go to Imperial Palace for 2013 Oct. 15-18 bring outside equipment. This motion was made by Jeff with Jennifer seconding the motion. All approved.

2014 Vicksburg - Jeff made a motion that we have an option potentially for Vicksburg in 2017 if cost savings can be realized. Lynn seconded this motion. All approved. Additionally for consideration:

2015 Natchez

2016 Open

2017 Vicksburg

2018 Natchez

**9.2 Election of Officers-MLA Election Committee Chaired by Ruth Ann Gibson-
Amanda Clay Powers (MSU) Vice-President
Mara Villa (CMRLS) Secretary
Melissa Dennis (UM) SELA Representative**

August 10, 2012 Natchez, MS 10:00 A.M. MLA Board Meeting.

A motion was made by Kathy Buntin to adjourn the meeting at 12:40; Lynn Shurden seconded the motion and all approved.

