

Executive Council Meeting

Saturday September 17, 2011 9 am- 4 pm & Sunday September 18, 2011 9 am-1 pm

Minutes

1. Call to Order at 9:10 am by AkLA President Mike Robinson

2. Introductions

Julie Niederhauser, Juneau, Secretary

Patti Linville, Seward, Treasurer

Daria Carle, Anchorage, Academic Roundtable Co-Chair

Daniel Cornwall, Juneau, Chapter Chair

David Ongley, Barrow, Past President

June Pinnell-Stephens, Fairbanks, Intellectual Freedom Committee, Civic Engagement Roundtable

Joyce McCombs, Delta Junction, Public Library Roundtable Chair

Coral Sheldon-Hess, Anchorage, Chapter Chair,

Robin Turk, Alaska Assoc. of School Librarians Roundtable Chair

Teresa Williams Special Library Roundtable

Sara Saxton PNLA Representative

Charlotte Glover, Ketchikan, Chapter chair, Authors to Alaska Roundtable

Sue Sherif, Anchorage, ALA Representative,

Jim Simard, Juneau, Native Issues Roundtable and

Linda Wynne, Juneau, President Elect joined meeting at 9:40

Dianne Ruess, Fairbanks, Conference Committee joined meeting at 10:05

Judi Andrijanoff- RISE Alaska (Project Management Firm) joined meeting at 11:15

Mary Jennings, Executive Officer joined meeting at 1:30

3. Additions to and approval of Agenda

Add Review Strategic Plan under New Business

Motion to approve the additions and approval of the agenda by Daniel Cornwall, seeing no objections motion carries.

4. Approval of Minutes

Motion to approve the minutes by Coral Sheldon-Hess, seeing no objections motion carries

5. Brief Reports: Verbal reports by officers and chairs of committees, roundtables, or chapters should be brief accounts of activities summarizing the highlights, indicating problems, presenting any actionable resolutions or requesting funding.

President's Report: Mike Robinson

Mike reported on the last Governors Broadband Taskforce Meeting he attended. He also attended a public hearing held by the Federal Communication Commission, Chairman Julius Genachowski. Mike reported Alaska libraries were well represented during the hearing with Sue Sherif, asking the first question during the public hearing and Valerie Oliver asking the last question. He is hopeful; there will be a Statewide Plan by next spring. The Task Force was considering holding a Summit but is now considering traveling to different Alaskan communities. Statistically, Alaskans have a high broadband

adoption rate compared to the lower forty-eight but our broadband is slow. The Task Force sees libraries and schools as anchor institutions, which will help deliver the statewide plan. Libraries are part of the conversation regarding adoption of the plan.

E-Resources Summit – Mike attended the two-day E-Resources Summit organized by the State Library. Attendees met to discuss possibilities of a collaborative approach for purchasing, collecting and using e-resources. One of the outcomes of the summit, is a round of e-resources training sessions and programs which will be offered during the upcoming AkLA conference. Daniel Cornwall is spearheading a ten-week online course focusing on e-resources. Another outcome is the Collection Development Roundtable is working on updating and revising the collection development policy, so it incorporates e-resources.

Past-President's Report: David Ongley

David reported he has been communicating with Dianne Ruess about the Awards event that will take place during the upcoming AkLA Conference.

President-Elect's Report: Linda Wynne

Linda reported she has updated the executive board, chapters, committees and roundtable information on the AkLA wiki. She also reported on the status of Committees and Roundtables.

Treasurer's Report: Patricia Linville

Patti asked everyone to review the proposed changes of the Treasurer duties.

She also requested a meeting with the Fairbanks Conference Chair. She mentioned one of the suggestions made during her August meeting with Foraker, was to have all of the Treasurer's information centrally located.

PNLA Report: Sara Saxton

Sara reported PNLA had a successful conference in Spokane. The next PNLA Leadership Institute will take place in 2013. During the last PNLA Board Meeting, there was discussion on possibly charging institutions for use of the Job Posting Board. The 2012 PNLA will be in Anchorage and the Local Arrangements Committee had their first meeting. Sara reported a contract has been signed with the Anchorage Sheraton. Later Sara learned the Sheraton has been having labor problems for the past two years. She is taking the Sheraton labor issue seriously and weighing her options. Sara is also looking for a web developer, who will be able to create a web site for the PNLA Conference.

ALA Report: Sue Sherif

Sue reported on the American Library Association Conference held in New Orleans. During ALA Council, June Pinnell-Stephens and Sue honored Lane Thompson with a memorial. She mentioned a motion passed urging public libraries to protect the privacy of patrons who have items on hold. There is a new ALA roundtable on Gaming. The ALA Midwinter meeting will be in Dallas and there is still time to register for the reduced rate. In response to falling ALA membership and conference attendance, ALA is taking measures to reduce salary rates, furlough employees and is implementing other cost saving measures.

Brief State Library Report-Sue Sherif-on behalf of Linda Thibodeau

Sue reported that Deputy Director, Glenn Cook has accepted a position in Arizona.

She provided updates on the SLAM (Statewide Library Archives and Museum) project and the OWL Project. Sue mentioned two libraries in Southeast Alaska have received equipment and bandwidth, and another dozen libraries should have received equipment

by now. She mentioned staff positions have been filled at the Alaska State Library, and the Sheldon Jackson Museum has hired a new staff person.

Sue described the Alaska Native Libraries, Archives and Museums Summit (ANLAMS) as a wonderful conference. David, Linda and Sue had worked on this project since 2007. Bob Banghart, Chief Curator of the Alaska State Museums wrote a wonderful letter about the project. Thirty-seven attendees wrote directly to IMLS about the conference. ANLAMS was a success, in part due to the partnership with the University of Alaska Anchorage.

Committees, Roundtables, or Chapters

Ketchikan Chapter Chair-Charlotte Glover

Judith L. McQuerry is retiring after 32 years as the Ketchikan Library Director.

Linda Gens of Guthrie, Oklahoma has been hired as the new Library Director.

The Friends of the Ketchikan Library is working to meet the Rasmuson Foundation Challenge grant. AkLA 2013 Conference planning is going well. Judith McQuerry has agreed to serve as Conference chair.

Public Library Construction Grant-Judi Andrijanoff

Judi gave an update on the Public Library Construction Grant, which is entering its third round. This has been a wonderful program and many libraries can attest that this is helping get libraries built. Sara Barton, Senior Vice President of Rise Alaska will attend the Museum Conference in Valdez and talk about this process in greater depth.

Four libraries are coming up that have met most of the criteria. Three other libraries are completing pre-development work. The application is out and on a schedule. The Department of Law most likely will not have the regulations approved by the October date. They just extended the deadline to November 4th but this date will probably be pushed out again. It may not meet the Governor's Budget deadline, which is December 15th. Judi believes the four projects will be in the Legislative process.

Judi mentioned Thorne Bay is interested in a library construction project, and North Pole received 6.2 million from the Bentley Family Trust. Sitka is going through the pre-development process. Soldotna is getting ready to go into construction and Kodiak has brought in a new designer.

Judi offered a suggestion for the upcoming AkLA Conference. There are several people in leadership roles in the state: Senator Bert Stedman, Senator Gary Stevens, and Senator Donald Olson, Dennis McMillan, President and CEO of the Foraker Group, and Chris Kowalczewski, Diane Kaplan, President and CEO of the Rasmuson Foundation, Ed and Kathy Rasmuson, and Governor Sean Parnell, who should be recognized for their support.

Public Library Roundtable-Joyce

Joyce is seeking nominations for the Audrey P. Kolb Public Library Award. She attended the E-Resources Summit in Anchorage.

Native Issues Roundtable-Jim

Jim has submitted a conference proposal on the Native Languages website.

New Members Roundtable-Coral

Coral has submitted a conference proposal for a New Members Social, where Conference Coaches and Conference Rookies can get together.

AkASL Chapter- Robin

Robin described the many activities AkLA ASL is involved in: Interlibrary cooperation grants, Battle of the Books program, professional development travel grant. Last year AkLA ASL sent school librarians to technology workshops in Anchorage, to AkLA and to ALA. They are also budgeting to send librarians to PNLA. Robin described the challenges facing School Librarians: lack of funding, school libraries ran by parents and volunteers, lack to training for school librarians and lack of funding for e-resources. Robin and Ann Morgester, ASL Past President traveled to Juneau to meet Clark Gruening. He introduced them to Alaska Legislators, so they could discuss the need for additional education funding.

Continuing Education-Daniel Cornwell-On behalf of Freya Anderson

Daniel attended the E-Resources Summit and reported on librarians need for training on using and implementing e-resources. The week after AkLA Conference, Daniel will be offering a free self-directed online course geared at raising staff knowledge on e-resources. Daniel's course will be modeled after a South Dakota course called, Beyond Twenty-three Things. Daniel's course will focus on ten essential skills. Participants are eligible to receive a graduate credit upon completion of the course. Daniel wants the course content and searching as relevant to Alaska users, as possible.

Intellectual Freedom-June

There was a brief discussion on the Bradburn v. North Central Regional Library District Supreme Court ruling.

6. Unfinished business

Require AkLA scholarship recipients to be members

Scholarship applicants do not have to be AkLA members when they apply for a scholarship but they do have to be members when they receive a scholarship.

Library supporters & advocacy-

Mike led a discussion on strategies to promote and support library advocates. Suggestions included a proposal for a Conference session on library advocacy and library supporters. There was also support for a half-day Pre-Conference session for Library Boards and creating a roundtable for library advocates. Sue suggested creating an I Love My Library organization. Mary Jennings suggested earmarking some money from the Dick Engen Memorial to be used to bring library advocates to Conference.

7. New business

Conference 2012: Report from Diane Ruess

Diane reviewed the Fairbanks Conference budget. She estimates twenty-two vendors will be attending the Conference. They are working to keep the cost of meals low and still working on the menus. They are planning to follow Juneau's format, which incorporated the General Meeting and the Awards meeting. Diane mentioned funding from the State Library Grant for speakers has been reduced by \$2,000.00

There was a suggestion to use Café Press.com to sell AkLA merchandise online during the Conference. The Fairbanks Westmark Hotel room rate of \$74.00 a night. Diane had a question regarding purchasing convention insurance. David suggested she contact a local insurance company.

Sue made a motion that AkLA supplement the speaker budget by \$4000.00

Patty seconds

After a general discussion, there was proposal

A proposal to add an additional \$4000.00 from the 2011 AkLA budget and add to the 2012 AkLA Conference budget for speakers.

Motion carries

June made a motion to approve the exhibitor's fees.

Coral seconds

Motion carries

Daniel made a motion to finalize and approve the conference budget

June seconds

Motion carries

June made a motion that AkLA affiliates such as ALA, PNLA, Authors to Alaska and AkASL will not be charged exhibits fees.

Sue Seconds

Motion carries

Changes in treasurer's duties-Patricia Linville

Patti described the numerous duties of the Treasurer. The treasurer does the business of the association. The Treasurer receives funds from the State library, reimburses the ILC grants and reports to Patience. The treasurer does the filing for the APOC. I receive the funds, deposit the funds, and write the checks. One person is doing everything. There is no segregation of duties; it puts the association at risk and the person doing it at risk. All of our mail goes to Fairbanks, and then it is forwarded on to me, which is very inefficient. Mary has all the membership information on Regonline. Patti suggested having membership and conference information on QuickBooks.

Patti and Mary's recommendations include a segregation of Treasurer's duties, having all of the treasurer's information centrally located, conducting an audit and hiring a part-time bookkeeper.

Mike stated these recommendations should be investigated.

Mike moves to recess meeting

9/18/2011

Mike starts meeting at 9:07

Breakout Sessions

Legislative Priorities led by Mike Robinson

Nominating Officers & Committee Chairs & Awards led by David Ongley

Budget and Financial Committee led by Patti Linville

Members reconvene at 10:05

7. New business

Legislative Priorities for 2012

Robin reported the paragraphs in the First Legislative Priority will be flipped. The wording "including state support of broadband access in rural and remote areas" will be added to the Fourth Legislative Priority. Mike suggested moving the wording "state support" into the narrative of the Fourth Legislative Priority. The group will have concrete wording for the 2012 Legislative Priorities by the November teleconference.

Nominating Officers & Committee Chairs

David reported we will just have a President on next year's ballot. He has a list of potential Presidential candidates, he will contact. David will relay the list of willing candidates to Mary

Jennings. Ballots will be out in December. David will be in contact with Diane regarding other awards that are to be given out during Conference.

Lifetime award-

Charlotte will write the nominee letter for Judith McQuerry.

Mike will write letters thanking Bruce Parham and Judith Triplehorn for their service.

Sue will write letters for recipients of Lifetime Service Awards

Linda suggested combining the government relations and federal government relations committees. Mike suggested combining publicity + government relations + federal government relations committees. There was also discussion on combining the advocacy and the adhoc social media committee. Linda will approach Kay Shelton about chairing the Advocacy committee.

There was discussion about disbanding defunct roundtables such as Technology and the Circumpolar committee. Linda will send out an email on the AkLA listserv stating these committees have not been active and will be disbanded in November.

June stated she has been the sole member of the intellectual freedom committee for the past five years. Mike thanked June for the great service she is doing for the organization. He offered to join the intellectual freedom committee if she has a session during Conference. June suggested AkLA offer passage to ALA to someone willing to chair the intellectual freedom committee. She thought it would be great if it were someone from one of the school libraries. Linda stated, she would like to be on the intellectual freedom committee.

Develop budget for 2012

The Budget and Financial Committee recommends investigating the hiring a bookkeeper who will work with the Treasurer. They also recommend the Treasurer continue to receive the reimbursements, the bookkeeper complete the data entry, and someone from the Finance Committee review the entries and the Treasurer pays the bills. They also recommend large deposits from the state be deposited electronically.

**Patti made a motion for the Executive Officer and Treasurer to investigate hiring a bookkeeper and coming up with recommendations to changes to the handbook as per treasurers duties.
June seconds**

**Patti made an amendment to include "hiring a bookkeeper and contracting for an audit"
Julie seconds
Motion carries**

A motion for the Executive Officer and Treasurer to investigate hiring a bookkeeper and contracting for an audit, and coming up with recommendations to changes to the handbook as per treasurers duties.

**Mike made an amendment to change "contracting an audit to researching an audit".
Patti seconds
Motion carries**

Budget

Patti presented her draft budget.

Patti received a request from Mary Jennings to add \$5000.00 to the Operations-Software support for the cost of Avectra. There was a discussion on how to balance the budget.

Mike suggested only printing half as many Newspoke.

The budget will be published to the general membership and will be voted on at the next teleconference in November.

Review Strategic Plan

Mike passed out copies of AkLA's Strategic Plan draft, which has never been approved. He suggested we either make it a better document or start over. Linda stated strategic plans need goals, tasks and assignments. Our draft needs to be reorganized because there is duplication. We need legislative goals and actions and they need to be in coordination with our mission statement. We need to reorganize and reprioritize. Charlotte suggested, we might need to write a grant for a retreat to work on the strategic plan. Linda mentioned that corporations usually have a retreat for strategic planning. Linda offered to come up with a proposal and investigate what we need for a strategic plan.

AkLA listserv and website-

Mike mentioned people have been having problems with getting on and staying on the listserv.

Part of the problem is both Jeremy and Elise are responsible for managing the listserv. Jeremy is working full time for the Coast Guard Reserve, and Elise is the acting director of the Egan Library in UAS. Mike asked if is a better wiki software or content management system available that will allow us to collaborate more effectively. There was a general discussion on possible software.

Daniel suggested finding a wiki software product we are comfortable using and running the website off the wiki. It would be easier to update. Mike replied the problem with the website is changes have to be updated. If we found a website where web editors could correct some content and there was section that allowed collaboratively, it would work.

8. Announcements

Sue offered to take people to the airport.

Meeting adjourned at 12:05

9. Next meeting – November 17th, 2011 4 pm

Please have all reports submitted to the wiki by the meeting start time.