

Minutes  
OLA Board Meeting  
August 19, 2005  
Newberg Public Library

Attendance:

Rea Andrew, Robin Beerbower, Aletha Bonebrake, Faye Chadwell, Maureen Cole, Dierdre Conkling, Julia Corkett, MaryKay Dahlgreen, Patrick Duke, Steven Engelfried, Rob Everett, Camila Gabaldon, Leah Griffith, Susan Hinken, Julie Longbrake, Susan Ludington, Linda Malone, Sonja Patzer, Alex Rolfe, Suzanne Sager, John Sexton, Steve Skidmore, Jane Stelle, Barbara Valentine, Chandra vanEijnbergen, Janet Webster.

Quorum achieved.

1. Housekeeping

Leah Griffith moved to approve the minutes from June 11, 2004. Suzanne Sager seconded. Motion passed unanimously.

Sonja Patzer moved to approve the minutes from the August 1-2, 2005 Retreat. John Sexton seconded. Motion passed unanimously.

Both minutes will be posted on the web as soon as possible.

2. Officer Reports

A. President – Maureen Cole

1. ACLU desire to work with OLA

Candace Morgan of ACLU contacted OLA about ACLU's interest in working with OLA. Details and format have not been decided upon yet. The Intellectual Freedom Committee will continue working with ACLU and share information about this with Oregon libraries.

2. Display of OLA members' e-mail addresses

Rachel Mendez has changed the display format of e-mail addresses of OLA members which spells out "at" and "dot" to make it harder for others to harvest member lists. When OLA moves to MemberClicks this new format will not be used for membership lists, but will be used in other parts of the website that list e-mail addresses.

3. Conference contract

Maureen Cole will sign the contract for the 2007 OLA Conference. She will discuss how the contract affects the budget at a future date.

#### 4. HAS Awards

Discussion continued from August 2, 2005 business meeting. There was no nomination for Librarian of the Year at the 2005 Conference. Discussion followed regarding the requirements for OLA awards and possible changes to the nomination process. Guidelines for Employee of the Year and Librarian of the Year currently distinguish between “professional” and staff “without an MLS.” This may be reworked to focus on “internal” service to the employee’s own library and “external” service affecting the larger library community. The roles of the OLA Executive Board and Divisions in submitting and encouraging award nominations were discussed. Possible methods for acknowledging libraries that support staff who participate in OLA were considered, including a Presidential award to be given at his/her discretion.

Janet Webster will convey to the Honors, Awards, and Scholarships Committee (HAS) the Board’s request to revise section 32 in the by-laws. HAS will consider changes to the award guidelines, including the internal and external award idea, OLA membership requirement for nominees, and nominees’ contributions to OLA. HAS will also evaluate the process for soliciting nominations and publicizing awards.

#### 5. NWILL

OLA has been asked to participate in the Northwest Interlibrary Loan and Resource Sharing Conference (NWILL) on September 15-16. Because of the short time frame OLA will likely not take part this year. Maureen will contact the Resource Sharing committee in case they can find a way to participate. OLA should keep aware of future possibilities for having a presence at conferences and identify possible roles.

#### A. Parliamentarian – Steve Skidmore

##### 1. Trustees and Friends issue

The Trustees and Friends Division has not filed an annual report in two years, which means the Board may vote to suspend the Division. In June, 2004, the Board voted to suspend the Trustees and Friends Division and after one year may delete the Division. Leah Griffith

moved to delete the Trustees and Friends Division. Faye Chadwell seconded. Motion passed unanimously. Leah Griffith passed around a petition to form a Trustees and Friends Round Table, which requires 25 member signatures. Leah Griffith moved that the balance from the Trustees and Friends Division budget (\$36.60) be transferred to the Round Table which will be formed. Linda Malone seconded. Motion passed unanimously. The next OLA Hotline may include an update about this change which is scheduled to occur on September 16<sup>th</sup>.

2. Support Staff Division by-laws change

Sonja Patzer distributed a recommended by-laws addition to note that "in the absence of the Chair, [Past Chair] shall attend OLA Executive Board Meetings. Suzanne Sager moved to support the change. Sonja Patzer seconded. Motion passed unanimously.

3. Public Library Division by-laws correction

PLD by-laws include a duplicate entry: 13.4162 is the same as 13.4161. Leah Griffith moved to remove section 13.4162. Linda Malone seconded. Motion passed unanimously.

4. Officer duties

Leah will add content to the by-laws to include more about duties for officers. 2005-2006 officers should leave a document to successors with exact descriptions of duties, to be worked on during 2005-2006.

5. Quorum issues

By-laws require 2/3 of voting members to be present, and this was not reached at recent meetings. With the suspension of Trustees and Friends Division, there are now 14 voting members. 2/3 of 14 is 9.25 and the Board reached consensus, with agreement of the Parliamentarian, that rounding off makes the quorum requirement nine. Conference calls can be used when possible to reach quorum. Leah and Mo will look at technology options that might make remote participation easier.

C. Past President – Faye Chadwell

Faye thanked OLA for the opportunity to serve as president and will continue to participate in the organization. Leah noted that Faye's performance included the challenge of serving without a Vice President.

D. Vice President – Leah Griffith

1. Meeting Schedule

A revised schedule of OLA Board meetings for 2005-2006 corrects errors from the one presented at the Retreat. This revised schedule requires one more correction: The OLA Conference is April 5-7, not August 9-11 as printed.

2. Charges for Units

Leah distributed the list of charges for the units of OLA, based on discussions at the Retreat. Some charges are common to all units, others are specific to individual ones.

3. Budget

Leah distributed draft budget figures. The 2005-2006 budget will not be approved until the September 16 meeting. HAS has been awarded an LSTA grant for \$10,000 for scholarships. The expense for sending the State Youth Consultant to Collaborative Summer Library Program (CSLP) meetings will now be covered in the State Library budget. McCulley's Professional Administrative Services is fully budgeted, though this amount may change as we implement MemberClicks. Net income from OLA Conferences has decreased over time. The Conference is the main source of income for OLA, along with membership dues. Discussion followed regarding ways to increase the net income from Conferences. Suggestions included directing some profits from pre-conference programs to the general fund and charging Divisions for use of MemberClicks for separate workshops. Membership increase is another possible income generator and MemberClicks could be a good tool for marketing membership.

E. Secretary – Marsha Richmond: not in attendance  
Minutes taken by Steven Engelfried.

F. Treasurer – Suzanne Sager

Suzanne distributed the OLA Balance Sheet, Budget Summary Report, and Enterprise Budget Sheet current through 7/31/05. She is working on 2005 Conference totals and will make budget transfers by the end of August.

G. State Librarian – Jim Schepcke: not in attendance

H. OEMA Representative – Jim Tindall: not in attendance

I. ALA Councilor – Carolyn Rawles-Heiser: not in attendance

J. PNLA Representative – MaryKay Dahlgreen

MaryKay served as exhibits chair for the 2005 PNLA Conference in Sitka, Alaska. The 2006 PNLA Conference is in Eugene from August 9-12.

MaryKay will co-chair the Conference with PNLA President Elect Jason Openo of Salem Public Library. The theme will be “Common Spaces and Far Out places: Libraries in the Pacific Northwest.” Expected attendance is 250 and PNLA hopes for many proposals and attendance from Oregon libraries. The 2007 PNLA Conference will be in Edmonton, Alberta, August 7-11. PNLA will ask OLA for \$1,000 of seed money for the next Leadership Institute being planned for October, 2006. OLA may look at an Institute of Museum and Library Services (IMLS) grant or another grant source to cover the seed money and tuition support for Oregon participants. Last year OLA and PNLA both waived Conference registration for the association presidents and PNLA hopes we can continue the practice this year. PNLA is working on tightening up the Young Reader’s Choice Awards and hopes to generate more participation in the nomination process.

K. Member at Large – Rob Everett: no report

### 3. Division Reports

A. Academic/ACRL/OR – Susan Hinken

The Division firmed up program plans for the OLA Conference at their August 12<sup>th</sup> meeting. The Division agreed in principle to offer some financial support for MemberClicks. Barbara Valentine takes over as chair in September.

B. Children’s Services Division (CSD) – Chandra vanEijbergen

Early evaluations from the 2005 Summer Reading Program are coming in. The annual CSD Fall Workshop is scheduled for November 5<sup>th</sup>. Incoming chair Jane Stelle is currently working on getting committees together for the coming year.

B. Oregon Young Adult Network (OYAN) – John Sexton

John and Anne Guevara will present Young Adult services training for library staff who work with teens in Coos County during November. Susan Ludington becomes OYAN chair in September.

C. Public Library Division (PLD) – Linda Malone

The Annual report has been submitted. There is some concern about the lack financial cushion for PLD. The Division has many good programming ideas for the Conference.

D. Support Staff Division (SSD) – Sonja Patzer

The final accounting for the SSD Conference is not complete yet. SSD is swamped with requests for the well attended and highly rated book repair workshops. The next workshop is at Clackamas Community College on September 16<sup>th</sup>. Rea Andrew will be chair starting in September.

4. Committee Reports

A. Conference – Robin Beerbower

1. 2006 Conference

The Conference Committee is working on proposals page for the 2006 Conference, which should be posted by the end of August. Liisa Sjoblom will serve as Conference vice-chair for 2006. Keynote speaker will be Deborah Jacobs from the Seattle Public Library and the authors of the *Unshelved* comic strip will be Thursday night banquet speakers. Other possibilities include a short talk from the Governor and awards for legislators for work on the Patriot Act. The Conference Committee will consider selling program ad space to vendors and to local Salem businesses. The deadline for proposals is September 23<sup>rd</sup>. The Committee will review proposals during their September 30<sup>th</sup> meeting and notify submitters shortly after.

2. 2007 Conference

Conference dates are April 18 – 20, 2007. The conference in Corvallis is set and the contracts will be signed in September.

3. 2008 Conference

The proposal for the 2008 Joint WLA/OLA Conference in Vancouver has some problems because of space and costs. Leah has not signed a contract yet. Liisa Sjoblom and Leah Griffith will meet with EWE ME and Company, an organization that negotiates contracts and runs conferences, to see if their services will be cost effective for this conference.

B, Continuing Education – Susan Whyte, Pam Horan – Not in attendance.

C. Honors, Awards, and Scholarships (HAS) – Janet Webster  
HAS put out an RFP looking for consultants for the scholarship and development program. The successful candidate will review existing programs, assess needs of libraries, and consider how to integrate scholarships into current practices and manage them efficiently. Janet requested Board approval to award the contract to Susan McLaughlin and Sherrill Kirchoff. Faye Chadwell motioned to approve the request. Rob Everett seconded. Motion passed unanimously. Gary Sharp will contact McLaughlin and Kirchoff with the news.

D. Intellectual Freedom Committee – Cara List  
Curtis Kiefer has spoken with Candace Morgan about working with ACLU, and the Legislative Committee may also work with ACLU. Discussions so far revolve around coordinating statewide publicity for Banned Books Week and related programs.

E. Library Development and Legislation Committee – Janet Webster  
The committee is planning Conference programs. One goal is to bring in people from outside of OLA with perspective on issues that might be coming up in the future.

F. Membership Committee – Camila Gabaldon  
Camila attended an excellent ALA pre-conference program on membership. She would like the committee to develop a membership brochure. Ann Reed from the Oregon State Library will contact Camila to work with the Membership Committee on the MemberClicks project.

G. Nominations Committee – Ruth Kratochvil: not in attendance

H. OLA/OEMA – Jim Tindall: not in attendance  
Leah reported on the the 2006 OEMA/OLA/ORI Information Literacy Conference which will be at Linfield College, rather than in Central Oregon as previously planned. OEMA has appointed a committee to look at OEMA's coordination with OLA. A suggestion was made that OLA ask OEMA to contribute to lobbyist payment, which would allow us to expand the scope of the lobbyist's work to include school library issues.

I. Oregon Authors Committee – Sue Kopp: not in attendance

- J. Publications Committee – Alex Rolfe  
Skipping one issue of the OLA Quarterly saved some money during 2004-2005.
- K. Resource Sharing: Mary Jane Fisher: not in attendance
- L. Advocacy – Julia Corkett: no report

5. Round Table Reports: none

Next meeting: September 16, 2005, Western Oregon University (Monmouth)