

OLA Board Meeting
November 18, 2005
Corvallis – Benton County Library

Attendance

Jane Ahern,Carolynn Avery, Robin Beerbower, Aletha Bonebrake, Maureen Cole, Dierdre Conkling, MaryKay Dahlgreen, Patrick Duke, Steven Engelfried, Camila Gabaldon, Leah Griffith, Curtis Kiefer, Julia Longbrake, Linda Malone, Carrie Ottow, Carolyn Rawles-Heiser, Jim Scheppeke, John Sexton, Gary Sharp, Stephen Skidmore, Barbara Valentine, Janet Webster.

Quorum achieved.

1. Housekeeping

Carolyn Rawles-Heiser moved to approve the minutes from September 16, 2005. Linda Malone seconded. Motion passed unanimously.

2. Officer Reports

A. President – Leah Griffith

1. Powell's Donation Offer

Powell's Books contacted OLA to offer a donation of 50,000 books to Oregon libraries (50 "Gaylord" pallets). E-mail discussion ideas included sending books for hurricane relief, distributing them among Oregon libraries, or choosing not to facilitate. Consensus was reached that the time and work required to evaluate, store, and distribute are not something OLA should not take on. Leah will contact Powell's with this decision. Powell's may still choose to contact individual libraries.

2. ALA's Quotable Facts Contest

This ALA contest involves states submitting top ten lists of library advocacy facts, including three each related to public, school, and academic libraries. The winner will get 10,000 copies produced by ALA as a brochure. Deadline is February 13, 2006. Leah asked if anyone is interested in being involved, and she will assign the OLA Advocacy Committee to facilitate. The facts will also be valuable to collect for

advocacy opportunities, including Legislative Day. Contest information is at

<http://www.ala.org/ala/pio/campaign/prtools/quotablefactscontest/QuotableFactsContest.htm>

3. OEMA Joint Members and Voting Status

The Board discussed whether or not OEMA members who are associate members of OLA should be allowed to vote in OLA elections. OLA by-laws state that “each active member in good standing...shall be entitled to all member privileges” (3.0141). OEMA members can join OLA as associate members. This is the only “associate membership” category within OLA. The OEMA by-laws state that associate members cannot vote or hold office, which would be parallel to OLA’s rules. Leah will contact OEMA board and refer this to the OLA/OEMA joint committee to confirm the status of voting rights of associate members. No action was taken yet by the Board on voting rights of OLA Associate Members.

Associate membership fees for both sides should also be equivalent. OLA members can pay \$20 to become OEMA members, while OEMA members pay \$15 to become OLA members, but that will be adjusted by OEMA to match OLA’s \$20 rate.

OEMA has a committee looking at collaboration and possible consolidation of OEMA and OLA activities. The associate membership issue could be one item for that group to work out. OLA’s OLA/OEMA joint committee will be working with that OEMA committee. One key issue relates to legislative issues, and the level at which OEMA-related issues are prioritized. The Legislative Board does consider OEMA related issues, but school funding issues, such as the higher education budget, generally are not a priority area of OLA’s lobbying efforts. Jim Schepke noted that OEMA’s lack of a lobbyist affects all Oregon libraries, and a merger of OLA and OEMA could address this.

B. Past President – Mo Cole

Mo has been charged with bringing the history of OLA up to date and with reviving action from Past President’s Roundtable. She e-mailed past presidents as a first step to gathering historical information. Past Presidents will have a meeting at the 2006 OLA Conference.

C. Vice President – Aletha Bonebrake

No report.

D. Secretary – Steven Engelfried

No report.

E. Treasurer – Julia Longbrake

1. Budget Updates

Julia shared balance sheets and budgets summaries updated through October 31, 2005. She encourages Division Chairs to double check figures, since Julia doesn't always get the details of every transaction. Reimbursement from the IRS for a tax issue has been resolved, with OLA getting the refund due. Academic Libraries will be officially changed to "ACRL" on budget sheets.

2. Investments

Julia noted that OLA Procedure 5.0320 indicates that the treasurer "places funds in excess of needs for current expenses in a savings account or a bond until needed." A 9 month certificate of deposit for \$50,000 has been opened. Julia asked if this wording can be interpreted to include certificate of deposits and money market funds. Aletha Bonebrake moved that OLA Procedure 5.0320 be changed to read: "...places fund in excess of needs for current expenses in a savings account, certificate of deposit, or money market account until needed. Barbara Valentine seconded. Motion passed unanimously.

3. MemberClicks

Payments by OLA to MemberClicks will be an automatic debit to a checking account. This will avoid the complication of expiration dates on credit cards.

4. Children's Services & CSD Summer Reading balances

"Children's Services" and "CSD Summer Reading" have separate lines on the Enterprise Balance Sheet. Reports on all past grants related to the CSD Summer Reading funds are complete, so the remaining funds should be re-allocated. Suggestions included transferring the money to the General Fund, using it for MemberClicks fees, and using for Honors, Awards and Scholarships. Since the money came through grants for

Statewide Summer Reading, MaryKay Dahlgreen moved that CSD would administer \$2,907.95 to provide program grants to local libraries for Summer Reading Program 2006. Jim Scheppke seconded. Motion passed unanimously. The money will go into the Children's Services Division Enterprise fund, zeroing out the CSD Summer Reading fund. Jane Ahern will report on the grants at the June 2006 OLA Board Meeting.

5. Dues Income

Income for dues for this fiscal year through September 30th is \$5,855. At the same point last year we had collected \$7,417.

F. Parliamentarian – Steve Skidmore

Steve has forwarded Trustees & Friends Roundtable by-laws to OLA Webweaver Rachel Mendez, along with instructions to transfer members from the former Trustees & Friends Division to the new Trustees & Friends Roundtable.

G. State Librarian – Jim Scheppke

1. The Oregon State Library is coordinating Oregon's ALA Legislative Day efforts. OLA contributes \$100 to support this. Jim encourages Divisions to send representatives to this event which will be held on May 1-2 2006. All libraries benefit from LSTA funds and Leah highly recommends that Divisions send representatives. Jim, Aletha, and a State Library Board member will attend.

2. Sage Library Network Courier Service

A State Library Board of Trustees meeting was held in Milton-Freewater in October. The meeting included a report from Shirley Roberts about courier service in Eastern Oregon. The State Library made a grant of LSTA funds to the Sage Library Network. Shirley reported that they have figured out a system to deliver materials, since ORBIS delivery is not cost feasible. The Sage Network is tracking over three years to see if expenses can be covered by the network. ORBIS has negotiated a lower cost delivery option for other Oregon libraries.

3. OLA's ILL Code

Jim asked if OLA's ILL Code should address courier delivery, since not all Oregon libraries are part of a library courier delivery service, which incurs costs to sending libraries. Aletha asked if requiring one form of

delivery could be too burdensome in terms of cost for some libraries. The purpose of the Code is to establish best practices for Oregon libraries. The Code must be signed in order to get subsidies for statewide databases. Leah suggests that OLA's Resource Sharing Committee be charged with reviewing this issue, including discussion with Jim and touching base with people who originally authored the Code. A report should be given at March OLA Board Meeting.

4. State Library Board Retreat

December 8th is the date of the State Library's biennial retreat. They will be looking at OLA Vision 2010. Jim shared a report that updates the status of Vision 2010 goals, which he will also share at the retreat. Jim suggested that OLA reconvene the Vision 2010 committee to review the goals and consider strategies, bringing a report back to the OLA Board. Janet Webster suggested looking at goals not met and considering adding to the participants. Leah will work with Aletha to coordinate this effort.

H. OEMA Representative – Alan Kopf: absent
No report.

I. ALA Councilor – Carolyn Rawles-Heiser

1. ALA Dues Increase Discussion

ALA is considering a dues increase. Carolyn shared a handout summarizing the proposed dues increase with questions & answers, which is available at:

<http://www.ala.org/ala/ourassociation/governingdocs/aheadto2010/>. A proposal will go to ALA Council in Mid-Winter and if passed will appear on the 2006 ballot. ALA has considered the possibility of using a graduated dues structure based on salary, and Carolyn is interested in feedback. Jim Scheppke was concerned with the appearance of a flat rate which makes it harder for those new to profession or on the lower end of the salary scale. Janet asked what the increase will mean to members. ALA's Strategic Plan, which is on the web at: <http://www.ala.org/ala/ourassociation/governingdocs/aheadto2010/adoptedstrategicplan.htm>, lists priorities for the organization that would be affected.

2. ALA's Annual Conference will be held in New Orleans as

originally planned. The Conference will include volunteer opportunities to help with rebuilding efforts. ALA is the first major association to recommit to New Orleans as a conference location.

J. PNLA Representative – MaryKay Dahlgreen

1. PNLA Conference

The 2006 Conference will be held in Eugene from August 9-12.

2. PNLA Leadership Institute

PNLA's second Leadership Institute will run from October 22-27 at the Tamarack Resort in Donnelly, ID (it has been moved from the previously announced site of the Alton L. Collins Retreat Center).

The application will be on the PNLA website (<http://www.pnla.org/institute/index.htm>) soon. Participants will be selected by May or June, 2006. OLA Divisions should consider the possibility of sponsoring a member to attend. The cost will be \$1,000 per person, plus travel, though PNLA is seeking corporate sponsorship to defray some of the costs. PNLA is selecting new mentors for the Institute. Mentor requirements include: willingness to give back to the library committee, travel (PNLA may contribute a portion and lodging is paid by institute), personable and open in demeanor, flexibility with accommodations, and depth and breadth of experience. 32 participants will be selected this year. MaryKay requests that people contact her with any names of possible mentors to recommend. PNLA requested \$1,000 of seed money from OLA for the Leadership Institute. PNLA also would like OLA to support participants in the Institute. PNLA is willing to wait until the end of fiscal year or take half this fiscal year and half next year. Carolyn Rawles-Heiser moved that OLA give \$500 this fiscal year (2005-06) and \$500 next fiscal year (2006-07) to the PNLA Leadership Institute. Linda Malone seconded. Motion passed unanimously.

3. Conference Registration for PNLA President

MaryKay asked that OLA approve payment of the PNLA President's registration fees for the 2006 OLA Conference. Robin Beerbower reported that the OLA Conference Procedures already require this to happen every year, so Mary Kay withdrew the motion.

K. Member at Large – Patrick Duke

Patrick submitted a proposal for an OLA pre-conference program on “extreme library makeovers” which was not selected. PNLA would like to have OLA bring this program to the PNLA Conference. OLA and PNLA would act as co-sponsors for the program, with profits and expenses split 50/50 between the two organizations. Patrick will contact the possible presenters. Patrick and Julia Longbrake will investigate where the initial expenses should come from within OLA’s budget and report to the OLA Board at the January meeting. Mo Cole moved that OLA financially support the presentation of Patrick Duke’s PNLA pre-conference event and in return, share expenses and profits with PNLA. Patrick Duke seconded. Motion passed unanimously.

3. Division Reports

A. Academic/ACRL/OR – Barbara Valentine

The Board meeting for Oregon/Washington was held in Pack Forest Washington on October 27th.

B. Children’s Services Division (CSD) – Jane Ahern

1. CSD Events

Jane was recently married, and now goes by Jane Ahern, not Jane Stelle. Stories by the Sea was held in Newport on September 16-18. Attendance by librarians has decreased and committee participation by OLA members has slipped also. but CSD’s membership feels that participation in SBTS should continue. CSD will put out a call for new members. The CSD Fall Workshop was held on November 3rd in Springfield. It included a report from the statewide Early Literacy Initiative. Curtis Kiefer is coordinating a review and update of the OLA Youth Services Guidelines. A presentation by Dr. Margaret Foley, a neuro-developmental optometrist, described the way vision conditions in children can affect literacy. OLA’s Mock Newbery program takes place on January 6th in Springfield. Registration form and reading list are on the CDS website. Several CSD program proposals were accepted by OLA Conference Committee.

2. Statewide Early Literacy Initiative

MaryKay Dahlgreen reported on the statewide Early Literacy Initiative. Some states have embraced Early Literacy as a statewide focus. An LSTA Grant for planning around Early Literacy statewide is being

administered by Multnomah County Library. Nine day-long sessions have been held around the state between August and October. Meetings elicited information about current Early Literacy efforts in libraries and input on what might be done statewide from libraries and from other potential community partners. Ready to Read funding has been a big part of current Early Literacy efforts in libraries. The report from these sessions will be finished in December. MaryKay will share the preliminary plan at the December 8th State Library Board Retreat. The OLA Board discussed the question of how OLA can become involved. Using PLA's Every Child Ready to Read program (<http://www.pla.org/ala/pla/plaissues/earlylit/earlyliteracy.htm>) as a statewide training initiative or working with The Build Initiative (<http://www.buildinitiative.org/>), a national initiative that coordinates with states that are doing groundwork in Early Literacy, are two possibilities. There may be ways for Ready to Read grants to be more focused on Early Literacy efforts. MaryKay requested a spot on the agenda of a future OLA Board meeting to give a formal report. Leah proposes that we offer an hour for a presentation on the Early Literacy Initiative under the President's report at the next meeting at the Wilsonville Public Library on January 13th.

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

The OYAN Executive Board met on October 28th and developed goals. OYAN will focus on membership and recruitment. Honors, Awards and Scholarships (HAS) has approved the concept of a Young Adult Award. OYAN members will brainstorm and come up with a description of the award. The award would have to get approved by the OLA Board, with an eventual by-laws change. OYAN membership approval is also required. If approved by the OLA Board in early 2006 it could become official by the April OLA Conference. A Mock Printz program will be held on January 14th at the Newberg Public Library. Four program proposals from OYAN have been accepted for the OLA Conference.

D. Public Library Division (PLD) – Linda Malone

A PLD Executive Board meeting was held on November 7th. PLA will present an all day pre-conference, and is sponsoring or co-sponsoring eight other sessions for the April OLA Conference. The Executive Board discussed best practices issues in the state. One idea involved librarians traveling to other

libraries to assess levels of best practices, but travel and time expenses make this difficult. The first step will be to add best practices to the web site, with a blog, as well as using the PLD listserv. A sub-committee has been appointed to look at materials and staffing sections of the OLA Standards. PLD has found an Emporia student to work on the web page.

- E. Support Staff Division (SSD) – Rea Andrew: absent
No report.

4. Committee Reports

A. 2006 Conference – Robin Beerbower

Program scheduling for the Conference is nearly finalized. Not all program proposals were selected. Deadline for speaker confirmation is November 30th. The program will be posted on the web page by January 1st. There will be six pre-conferences. OCLC will be having a breakfast on Friday morning, free for attendees. The committee has an equipment and tech chair, Bill Kelm, who will organize all equipment. Meals are all set. The committee will be having a tasting and room assignments on December 13th. The Lampman Breakfast will be 8:30 – 9:30 this year, which is a later time than in previous years. There may be some unavoidable conflicts between OYAN and CSD programs because the program slate is so full. The all-conference banquet cost is \$31 per person, and we will charge \$34.95, which helps cover entertainment. The PLD banquet will also be \$34.95. Registration through MemberClicks is in progress. Registration fees will be slightly higher this year, though still lower than those for most state library conferences. Notification postcards will be mailed mid-January. The Conference program may include a blow-in sheet with a map on one side and advertisements on the other side. The committee will solicit local shops for sponsorship. The committee still needs a vice-chair for exhibits, and interested people should contact Robin at rbeerbower@cityofsalem.net. The Bibliography Center for Research (BCR) is giving a \$500 donation for the Conference and the Friends of the Salem Library are donating \$500 to sponsor a lunch. Hotel reservations will have to be made by phone, rather than on-line, and information about reservations will be on the web. Robin passed out general Conference budget. Projected expenses = \$56,666; Projected income = \$89,470; Projected net income = \$32,804. Jim Schepke moved to approve the proposed Conference budget for 2006. Mo Cole seconded. Motion approved unanimously.

B. Continuing Education – OPEN

C. Honors, Awards, Scholarships – Gary Sharp

1. Consultants

Gary shared a report from the consultants who are working on establishing scholarship program for OLA. They have met with staff from libraries around the state to help brainstorm. The consultants will report to the OLA Board in January. Funding for the project is from an LSTA grant.

2. Awards Criteria and Guidelines

Gary shared proposed changes to Chapter 32 of the OLA Achievement Award Procedures. These include adjusting the Oregon Librarian of the Year award to recognize regional or statewide impact, and service to OLA. This award will not require an MLS degree, but if the chosen recipient does not have that degree, final approval would be required by the OLA Board. The Oregon Library Employee of the Year award will now emphasize outstanding service in the recipient's library and local community. The words "without an MLS degree" were dropped. The Librarian of the Year award (32.11) requires that the recipient be an OLA member; Employee of the Year (32.12) does not require the recipient to be an OLA member. These changes should give more flexibility to the committee and to nominators. Linda Malone suggested including one year's OLA membership as part of the Employee of the Year award if the winner is not a member. For the Supporter of the Year Award (32.13) the words "volunteer group" were added.

Previously groups were not able to be nominated, according to the written criteria, but in past years the HAS Committee, with approval of the board, made awards to two groups. Mo Cole moved that the Board approve the changes as recommended by the HAS Committee for Chapter 32, sections 32.11, 32.12, 32.13, 32.16, 32.19 and modifications made by the Board today. Aletha Bonebrake seconded. Motion approved unanimously. The HAS committee will review nominations made under these changed guidelines to see if the pattern of nominations alters significantly from previous years. The revised OLA Awards Guidelines are at <http://www.olaweb.org/bylaws/awards.shtml>. The Board discussed the creation of a President's Award. Leah, Mo, and Aletha will work on the guidelines and language for this and will

present for approval at the January OLA Executive Board meeting.

3. Conference scholarships

The Committee requested guidelines on how much to award for Conference attendance scholarships so recipients know what to expect and HAS can budget properly. Gary and Leah suggest awarding funds to cover two nights lodging, business lunches, and the awards banquet, up to a total amount limited to \$350.

- D. Intellectual Freedom Committee – Curtis Kiefer, Bob Kingston
The committee will sponsor two programs at the OLA Conference.
- E. Library Development and Legislation Committee – Janet Webster
Dave Fidanque of ACLU attended the last meeting. ACLU is celebrating its 50th anniversary next month and will work with OLA on 2006 Banned Book Week ideas. The Committee would like to nominate Vicki Berger (R-Salem) for OLA Legislator of the year. She supported many bills in the past year that were helpful to libraries. John Sexton moved that the Board approve the recommendation of the Legislative Committee of Vicki Berger for the Legislator of the Year award. Mo Cole seconded. Motion approved unanimously. The Committee is also working on reviving the PR Kit.
- F. Membership – Camila Gabaldon
The membership form and conference registration form draft should be done by mid-December. The committee is still working on the membership brochure.
- G. Nominations Committee – OPEN
Leah is working on getting committee spots filled.
- H. OLA/OEMA – OPEN
- I. Oregon Authors – Sue Kopp: Not in attendance.
- J. Publications Committee – Alex Rolfe, Loretta Rielly: Not in attendance.
- K. Resource Sharing – Mary Jane Fisher, Wes Stevens: Not in attendance.

5. Roundtable Reports

BIGOR – Scott Heron: Not in attendance.

DIGOR Laura Ayling: Not in attendance.

IRRT – Carolee Hirsch: Not in attendance.

LIBRARY DISTRICTS – Diedre Conkling

Elections for three Library Districts are coming up: Wasco and Malheur in May, and Union in November.

LIRT – Rachel Bridgewater: Not in attendance.

OUTREACH –Carolynn Avery

Robin Beerbower reported that Ruth Mitchell gave a presentation on Latino Outreach in Corvallis at last meeting. The Round Table has discussed facilitating senior sign-ups for prescription drugs.

PAST PRESIDENTS – Open

REFERENCE – Carrie Ottow

The Round Table's Fall Program was on using local statistics, plus the Oregon Newspaper project. There will be four programs at the Annual Conference.

SOCIAL RESPONSIBILITIES – Deidre Conkling

No report.

TECHNICAL SERVICES – Michael Boock: Not in attendance.

Next meeting = Wilsonville Public Library
Friday, January 13th, 2006 10:00 am – 3:00 pm