

Minutes: September 25, 1998

DRAFT

Oregon Library Association
Executive Board Meeting
Salem Public Library

Attending: Nancy Spaulding, PNLA Rep; Sara Charlton, President; Sue Kopp, Continuing Education Committee Chair; Jim Schepke, State Librarian; Terry Rohe, Vice-President; Sheryl Steinke, OEMA Rep; Gary Jensen, Past Present; Ed House, Parliamentarian; Linda Johnson, Support Staff Division Chair; Andrew Bonamici, Treasurer; Colleen Bell, Web/Hotline Editor; Jackie Rose, OYAN Chair; Paula Hamilton, Member-at-Large; Jey Wann, Secretary.

Charlton called the meeting to order at 10:20. She announced two upcoming events of interest: (1) Opportunity to help with George Bell's campaign for state representative, directly after the meeting, and (2) Ready-to-read event at Jackson's Books in Salem on Oct. 11. We deferred a decision on giving money to sponsor this even until after the budget discussion.

We determined that we did have a quorum.

Minutes of the Aug.28 meeting. PASSED

TREASURERS REPORT: Bonamici passed out the year-end report from the McCully's, and the proposed new budget.

The Membership Committee is concerned that there might not be enough in the proposed budget to cover the expenses of their goals from the planing retreat. Bonamici will talk to Cawthorne to see if \$1,500 is enough.

Bell brought up the matter of a website host. We moved that agenda item into the general budget discussion. OLA's website is currently hosted on OPEN. It is only available to organizations in the Salem area, and has other limitations. UO will not host our website. Bell passed out a chart showing the costs of different web hosts. CI Host is the only one that matches all of her criteria (not over \$30/month, sufficient storage size, can have own domain name, accommodates mailing lists, has unlimited access and a search engine). It would cost \$314 per year, plus

\$45 set-up fee, and \$35 per year for our own domain name (\$429 total). Moved and seconded to contract with CI Host for 1 year and review before the contract expires. PASSED.

That amount will be added to the website budget.

Back to the budget...

Bonamici said we need a firmer projection from the Membership Committee about membership income. We're also not sure about the impact of the new rolling membership year. Scheppke said he has concerns about not doing accurate projections; the way the budgeting has been done, it looks like there's a deficit, but there's not.

Bonamici said he could create a draft budget #2 using McCully's year-end report, more precise expenditure projections and balances. He will take comments and post additions to the web within three weeks.

Note: McCully's will send a budget report to all OLA Exec Board members and unit chairs.

Spaulding said the PNLA budgeting isn't correct, as the money comes from OEMA, OYAN, and Children's Division, which each pay \$300. After discussion, we decided to leave it where it is for now.

There is a new line item in the budget for the conference-after-next because we will need to pay the conference manager ahead of time. There was discussion about conference profitability, which the Board hasn't instructed the Conference Committee on this year. Suggesting \$15,000 profit? Charlton will discuss with Allen.

There is also the question of how to report the conference income and comply with IRS regulations. Bonamici said it is best to put in the entire conference income and expense.

Should the association management amount be higher? House said the McCully's have been contracting on a month-by-month basis since 1997. We should probably be paying more because of the rolling membership. House moved to contract with McCully's through 8/99. Seconded. PASSED.

Bonamici said there's a new line item for marketing, as a result of the recommendations from the planning retreat. It includes expenses for marketing membership. It's a separate line item rather than going to one committee so that the board has control and knowledge of spending,

and to facilitate record-keeping for collaborative marketing efforts between OLA units.

House and Bell asked about Hotline costs, which seem high for a publications that's supposed to be primarily electronic. We need an accurate count of paper copies being mailed from McCully's. There are currently around 300. We need to reduce the number of paper copies in order to save money. Charlton and Bell will work on this; Charlton will put on the agenda for the next meeting.

Schepke asked if lobbying amount will increase

STATE LIBRARIANS REPORT: Schepke reported on the upcoming legislative session and state budget. There probably won't be extra money available this session because of the federal retiree payment and the Asian financial crisis. There are also ballot measures with potential financial impact, including the measure dedicating lottery money to parks and salmon, and mandatory sentencing guidelines for property crimes ("Son of Measure 11")

Local elections: Deschutes County's 1-year levy passed. City of Salem levy, which included money for increased library service, received the majority of votes, but failed because of the double-majority requirement. There are lots of library measures on the November ballot.

JACKSON'S BOOKS EVENT. Moved and seconded to pay \$100 from the marketing budget to sponsor this event. PASSED.

VISION 2010. Carver couldn't attend. Bonamici says she would like the board to appoint the committee. Jensen will present the list to the board by email within the next week.

WILSON INDEXING OF OLA QUARTERLY. Charlton says H.W. Wilson estimates that we'll get \$120 of royalties the first year, and that it will increase 20% per year. Billeter will email authors for their permission, beginning with the Summer 1998 issue. Moved and seconded to approve the H.W. Wilson contract. PASSED.

CONTINUING EDUCATION. Kopp said the Continuing Education Committee is submitting the same plan that was reviewed at the planning retreat, as there were only about four comments from OLA members; the comments weren't about the plan itself, but about implementation. Moved and seconded to adopt the CE plan. PASSED.

Note: Jensen said the WOU C.E. Department may be interested in

helping OLA (for a fee)

Schepke and Bell brought up the idea of "15 minute training" web-based training.

Bonamici recommended UO staff's "how to plan a library move" website, and will email us the URL.

OEMA/OLA COMMITTEE. Steinke and Rohe said that OLA and OEMA should be sending a representatives to each other's executive board meetings. Rohe won't be able to attend several of the OEMA meetings. The OEMA meetings are: 10/11/98; 1/23/99; 5/15/98. Rohe or Charlton will attend.

House said the OLA/OEMA Joint Committee is in the by-laws.

Steinke passed out brochures for the Oregon School Library Information System. The System is being developed using an LSTA grant. The OSLIS mission is " ...to help all K-12 students achieve Oregon's high standards, including information literacy skills, by creating, evaluating, and providing cost-effective, curriculum-based online information resources." Participating schools develop tutorials for learning how to use electronic resources. The project is extending to more secondary schools and making a video. New sites will pay a \$600 fee; the pilot sites did not have to pay. They are also starting to develop pilot elementary level sites. There will be a legislative proposal asking for \$2 million to fund the project.

Schepke said the project does state-wide licensing for databases for schools, and may eventually save money and equalize access to information for schools in different areas of the state.

Steinke passed out the Information Literacy Standard for Student Learning, based on ALA's Information Power publication. Jensen suggested that the joint OLA/OEMA Committee should work together on these standards so that they're consistent with standards at the college and university level.

Steinke said the national PTA convention in Portland in June will have a school librarian as part of a panel discussion. Charlton said a public librarian will also participate.

Jensen (as an aside) brought up the Proficiency Admissions Standards System (PASS) that the Oregon University System is developing. It will be aligned with the Certificate of Initial Mastery (CIM) and Certificate

of Advanced Mastery (CAM) that Oregon schools are adopting. OUS is also working on program to help students develop critical thinking skills.

OREGON AUTHORS COMMITTEE. Charlton said we should consider putting out an RFP for type-setting and lay-out work that the Oregon Authors Committee does. Wann explained the work of the committee, and said her experience as an OLA Quarterly guest editor made her realize that it might be good to have professional help with the Oregon Authors publication. The Oregon Authors Committee meets Oct. 20, and we will re-visit the issue after the meeting.

Schepcke suggested that the annual Oregon Authors bibliography could be published as an issue of OLA Quarterly. Charlton will discuss with Billeter.

OLA STATEMENT ON INTERNET ACCESS. Charlton presented the revised OLA Statement on Internet Access. There were only 2 comments from the membership (1 hated it, the other loved it). Moved and seconded to accept the statement

After discussion, we agreed to replace the word "librarians" with "library staff".

Charlton will draft a cover letter to go with the statement. The Intellectual Freedom Committee will have mentors to help libraries develop their own internet access policies.

At Schepcke's recommendations, we agreed to add "access" to the 1st sentence of the 2nd paragraph (...like all library _access_ policy). Some library policy is actually in state statutes, so it was inaccurate before.

The statement will go to all OLA members with Charlton's cover letter.

Moved and seconded to adopt the amended statement. PASSED.

Johnson asked if Charlton would emphasize that OLA members should contact their legislators on this topic. Schepcke said that every public library should be meeting with their legislators so the legislators understand that the issue of internet access in libraries is being dealt with.

PLA 2002 CONFERENCE SITE. Charlton said that the Public Library Association (PLA) wants to have its conference in the west in 2002. It will be in March, and they're considering Denver or Seattle. This would

be a big conflict with OLA, as the OLA conference date would be very close to PLA. The Washington Library Association (WLA) also doesn't want PLA in Seattle for the same reason. (Apparently PLA is considering Denver but really wants Seattle). PLA isn't interested in coming to Portland again until the convention center is enlarged.

Moved and seconded that OLA and WLA should write a joint letter to PLA requesting that they not have their 2002 conference in Seattle.
PASSED

Scheppke suggested that we should consider holding a joint OLA/OEMA conference in the fall (OEMA's usual conference time) next time PLA has a west coast conference.

DIVISION REPORTS:

SUPPORT STAFF DIVISION. Johnson reported that the SSD Conference Committee and SSD Executive Board are meeting soon. SSD is sponsoring a joint workshop with ACRL on support staff in academic libraries at OLA. SSD also had a successful open house in August and got some new committee members.

COMMITTEE REPORTS:

OYAN. Rose said the proposed joint OYAN/IF Committee pre-conference on the rights of young adults fell through for lack of funding. OYAN will have 2 OLA sessions: a lawyer, discussing the rights of young adults; and a panel on sexual minority youth. They will also have a book talk on new and hot Young Adult literature.

LIBRARY INSTRUCTION ROUND TABLE. Bell said they're recruiting for the round table. LIRT is doing a joint session with Reference Round Table on using empirical research to improve library service.

PUBLIC RELATIONS. Charlton (reporting for Plaisance) said the idea of having a bookmobile exhibit at the state fair is progressing. They're also working on having a float in the starlight parade at the Rose Festival. See above for the Ready to Read event at Jackson's Books. The committee is also working on recruitment.

PNLA. Spaulding said she is waiting for more information on the Idaho conference. PNLA is looking at the Young Readers Choice Awards: how they are promoted, how to keep awareness up, etc.

Steinke said that OEMA's \$300 contribution toward the PNLA membership is contingent on a committee evaluating the YRCA, and isn't a done deal in perpetuity. Perhaps this can be handled by the existing joint OLA/OEMA committee.

NONE OF THE ABOVE.

Jensen mentioned the Urban Library Council's training institutes. He will put information about them in the Hotline.

House reminded us to look at the by-laws and recommend changes that are needed. We will need a deadline in order to get proposed changes to the membership to vote on. All OLA unit chairs should review the by-laws. Please get your suggested changes to Ed before the next Executive Board meeting. Scheppke said that anything past Chapter 3 in the by-laws is procedural and the Executive Board can change it without going to the membership.

Bell said she'd like to create an OLA photo album on the web site, so keep that in mind at OLA events.

Jensen said WOU has a web cam to monitor progress of their new building.

Scheppke asked if we could have a membership report from McCully's, perhaps as part of the financial report. Cawthorne should be at the next Executive Board meeting.

Adjourned.

Jey Wann
Oregon State Library
jey.a.wann@state.or.us