

MINUTES of the OLA Executive Board
August 25, 2000

President Rohe called the meeting to order at 10:06 a.m.

Bennett made a motion to approve the minutes. PASSED.

STATE LIBRARIAN'S REPORT: Scheppke has been consulting with the Legislative Committee regarding holding the State Library rededication ceremony on 2/1/01 so it will coincide with Legislative Day. * Scheppke thanked Terry Rohe for her excellent job as President and her leadership for Oregon's libraries.

TREASURER'S REPORT: Rohe stated that the Professional Administrative Services reports should be out soon. The tax payment will be refunded as a credit in the next fiscal year. The Public Library Division's budget problems from the 1999 conference have been straightened out, as have been several other units' budgets, and the amounts will be credited soon. * Credit card transactions are a possibility via the McCulleys for items such as conference registration. the set-up fee is \$400 plus a monthly fee for transactions. This method of payment could also be used for membership fees and *Quarterly* subscriptions. The cost will need to be added to the new budget. * PLD dues increases have been added to the membership form.

PRESIDENT'S REPORT: Rohe passed on thanks from ALA for OLA's gift of \$200 to the Spectrum Scholarship fund and from Oregon Emporia graduates for the commencement donation. * OLA's Freedom to Read membership card has arrived and will be archived. * Janet Webster will be attending Swimming Upstream and serve as OLA's representative. This is a regional meeting regarding preservation of heritage collections to be held 9/21/00 at the University of Washington to discuss shared needs and cooperative models for preservation. * Rohe announced that the Governor has declared October Lesbian and Gay History Month, recognizing in part the work done to defeat anti-homosexual legislation in the state, and yet similar legislation will once more be on the ballot this November. * The \$20,000 LSTA grant to fund professional solicitation of refunds for summer reading was granted.

AD HOC EXEC SERVICES: Charlton stated that Bonamici is working on a new dues structure based on salary ranges that looks well balanced and has reasonable increases. He will present it in the fall to the Board. This issue will require a membership vote at the 2001 conference and it should enable OLA to issue an RFP and to hire a part-time Executive Director. * Webster inquired about the target amount needed to hire and Executive Director. Earlier planning targeted \$30,000 for a .5 FTE position via Nan Heim as contractor. * Rohe noted that dues estimates have not been accurate the last several years and OLA's income is lower than expected. This needs to be rectified. Bell said McCulley's should be able to provide this type of information from their membership database. Griffith's membership committee will meet with Bonamici and try to address the problem with lapsed members where their month of renewal is re-set upon receipt of payment, not retroactive to the original lapse. This is resulting in lost revenue. The status of committee members' memberships in OLA will be checked too, and it was suggested that

mailing labels should display a member's renewal date. Webster suggested electronic reminders be sent as well by the McCulleys. House noted that this issue demonstrates yet another reason we need an Executive Director. Scheppke pointed out that when OLA changed to a rolling membership year, this issue wasn't addressed, leaving the McCulleys to handle it as they thought best.

PNLA: Avery stated that the PNLA conference committee is meeting in September in Corvallis. Webster confirmed that Avery will convey the Leadership proposal to PNLA which was developed at the fall retreat.

WEBSITE RFP: Bell passed out the Web master RFP that Kathryn Constant wrote based on last year's document. Bell asked the Board to drum up submissions. The document will go on libs-or and in the next *Hotline*. The end of September is the target date for a new Web master. Webster asked that the RFP be sent to Emporia students. * Scheppke asked for clarification on whether the Publications Committee gives explicit directions to the Web master. Bell replied that it depends somewhat on that person's inclinations but that redesigning OLA's Web site is not within the purview of this position; that would rest with the Publications Committee. House inquired as to whether the contract includes timeliness issues for prompt postings. Van Sickle referenced Hackleman's memo from the Conference Committee, which is concerned about Conference link reactivation since proposals for programs are due September 29 and the Web site is not current. * Bell replied that the committee will build in performance expectations and clear guidelines of what is expected. The contract could be passed on to Board members or a timeline could be posted on the Web site so members would know when items had to be submitted in order to be posted by a certain date. Webster inquired if there would be a mechanism for handling rush or extra jobs. Bell noted that this was part of the discussion last year; it's hard to find a person to take over what Bell and Benedicto did for less than \$17,000 so the Web master was made simply a maintenance position. Special projects must come through the Publications Committee to address what is wanted and how OLA will pay. The Oregon Authors and CE Committees are currently working on such projects. This process probably needs to be clarified for the units and the overall Web policy is posted but needs to be revised.

PETITION FOR LDRT: Bennett provided background on the impetus for the group. Gaston and Bennett feel the main goals are to address library districts' special problems and to respond to interest and inquiries regarding the concept. Bennett submitted a petition with draft by-laws modeled on other Round Tables'. Bennett will be the acting chair until the OLA conference. Webster noted that if information brokering is a focus, posting data on the Web site would be very helpful. Christie encouraged the Board to increase the \$25 requested budget to \$100 to be in line with the other Round Tables' standard budgetary amount. * Bennett made a motion to approve formation of the new round table. PASSES.

ACADEMIC DIVISION; The academic Division's request for a speaker from the National ACRL Officer's Speakers Bureau (proposed for OLA 2001) was rejected. The reason given was that some Chapters have never had speakers and speakers have visited Washington State in recent years.

OYAN DIVISION: Last year's focus was on increasing membership, and 2000 fliers have been sent out

in OEMA's conference packets. Next year the focus will be on increasing participation, which ties in with Van Sickle's President's theme. Allen e-mailed to the electronic list suggesting ways to participate and has gotten some positive feedback * Spaulding is conveying three programming ideas to the PNLA conference committee and OYAN hopes to be represented at the 2001 conference.

PUBLIC LIBRARY DIVISION: Since the 1997 and 1999 conference budget errors were such time-consuming issues, the Division is working on making the Vice-President position serve as Treasurer. * This year's focus will be on increasing participation. Bonebrake is working with the State Library to get a PLD electronic list established.

SUPPORT STAFF DIVISION: The Conference Committee had its first meeting to plan for the July 13 event at the Airport Holiday Inn.

CONFERENCE 2001: Van Sickle attended the first committee meeting. they're planning a walk-through of the Best Western Hotel and the Seaside Convention Center on September 8th. The conference is the last two days of spring break, so early reservations will be imperative. The Convention Center has addressed issues of room size and has some new options. Internet access has improved as well and some updates to the Center itself have been completed.

HAS COMMITTEE: There has been no activity to report.

IF COMMITTEE: Norman announced that they finalized conference proposals this week. * A draft of the revised Internet statement will be on the Web by the 15th. Membership input will be gathered and the Committee will then present the finalized draft at the November Board meeting.

MEMBERSHIP COMMITTEE: Griffith stated the Committee also met this week and discussed the impending dues increase. They want to work with other unites on both dues and leadership. * Currently there are about 25 institutional memberships. The committee is wondering what OLA could offer to make this membership type more enticing and asked that suggestions be e-mailed to the Committee. Bell asked for clarification on whether a library must be an institutional member if they want to subscribe to the *Quarterly*. That would serve as a motivation. Schepke stated that the goal should be to have institutional membership felt to be an obligation to the state association, since all libraries benefit financially from the work of OLA. Webster suggested the committee look at out-of-state institutional memberships too. She also suggested that a conference coffee break nominally sponsored by institutional members would serve as a PR method.

PR COMMITTEE: Members are still being recruited to fill empty slots on the Committee. * There was discussion about the difficulties of getting into the Starlight Parade. It was suggested OLA try for an entry into the Junior Rose Festival Parade instead. Charlton suggested that OLA's Starlight application might be more successful if it came from a library in the Portland area. Webster thought that adapting the entry to match the Rose Festival theme might help too. * James suggested that it might be possible to have one of the benefits of being an OLA member be to have access to the PR committee as a resource for public

relations advice. Scheppke offered the idea that the committee evaluate libraries' overall PR efforts and provide input. Olmstead pointed out that the committee could put on a program at the Fall Children's Services Workshop, since most youth services librarians are responsible for a great deal of PR and many of them are new to their jobs. Webster encouraged the PR Committee to hook up with promoting the summer reading program as well. * It was proposed that the committee highlight good PR efforts around the state and perhaps give out an annual award.

The meeting was adjourned for lunch from 11:45 a.m. to 12:55 p.m.

CORE: Charlton's committee will be meeting with the CORE group. Copies of the August 2000 draft CORE document may be found at <http://darkwing.uoregon.edu/~jhelmer/CORE.html>

UCITA: The December videoconference may help clarify the potential library problems with this proposed legislation. If passed, it may create a pay-per-view environment alien to the way libraries have operated.

IRRT: Bell attended the Round Table's most recent meeting and noted that international librarianship will be the focus of the winter issue of the *Quarterly*.

LIRT: The group is currently looking at ACRL competency standards.

REFERENCE: Turner reported that the group met for a talk table session in July. The October meeting will focus on sources for voter, political and governmental information, while the February meeting will provide information on art and music sources.

OEMA/OLA JOINT COMMITTEE: No meeting was held in the spring. An OLA member will hold the position of Chair this year.

TECHNICAL SERVICES: The Round Table is working with the Support Staff Division on an e-book preconference.

MEETING DATES: There is an additional Board meeting planned for January 19, 2001 at Salem Public Library. It may be combined with a Mock Hearing at the Capitol Building.

INCOMING PRESIDENT: At 1:05 p.m. Rohe passed the gavel to Van Sickle.

CONFERENCES: Discussion of conference program planning ensured. Three issues were again deemed of great importance for the Conference Task Force to discuss, 1) methods of facilitating communication among OLA units for program planning purposes 2) extending the Conference Committee's membership period and 3) improving the timeline of the tasks the committee is responsible for. Van Sickle requested that the Task Force meet before the next Board meeting and report back. * The 2003 contract with Seaside has been signed in order to secure our use of the Convention Center if we hold our conference

there. The contract may be canceled up to a year before the conference date. Webster asked that the suitability of the Pendleton site be reevaluated. Scheppke pointed out that holding a profitable conference is the paramount issue, since the organization is financially dependent on the profits, even though this restricts OLA's ability to hold events in different areas of the state. * Petzel reported that the OEMA conference will be October 13 and 14 and will feature Stan Bunn in a symbolic ribbon cutting for the OSLIS/EBSCO online database project. Authors E.L. Konigsburg and Gloria Skurzynski will be present, as will technology consultant [Jamie McKenzie](#)

This year OEMA will be focusing on reading promotion and EBSCO training and information. * Scheppke suggested that the joint OLA/OEMA committee work with school media specialists to promote summer reading participation.

Van Sickle presented Terry Rohe with a bouquet of flowers in recognition of her work as President and the meeting was adjourned at 1:32 p.m. A reception for van Sickle followed.

Respectfully submitted,

Carol Reich,
OLA Secretary