

# Minutes: November 20, 1998

DRAFT

Oregon Library Association  
Executive Board Meeting  
Salem Public Library

Attending: Andrew Bonamici, Treasurer; Sara Charlton, President; Gary Jensen, Past President; Linda Johnson, Support Staff Division Chair; Terry Ann Rohe, Vice-President; Jim Scheppke, State Librarian; Nancy Spaulding, PNLA Rep.; Sheryl Steinke, OEMA Rep.; Jey Wann, Secretary; Colleen Winters, Public Libraries Division Chair; Jill Heffner, Children's Division Vice-President; Connie Bennett, Legislative Network; Anne Billeter, Publications Committee Chair; Anne Christie, Resource Sharing Committee Chair; John McCulley, Professional Administrative Services; Jan Griffin, Support Staff Division Vice-Chair; Jackie Rose, OYAN Chair.

Charlton called the meeting to order at 10:06. She distributed a report showing OLA membership by month.

Moved and seconded to approve the minutes of the September 25 meeting. PASSED

We discussed the possibility of approving the minutes by email in order to have them posted on the web site more quickly. Rather than actually voting by email, we decided on the following procedure: The secretary will email the draft minutes to Executive Board members. Board members will have a few days to submit corrections. After those corrections are incorporated, the \*draft\* minutes will be posted on the web site, clearly labeled as draft. The minutes will still be approved at the next Executive Board meeting.

REPORT FROM PSA: McCully distributed a description of Professional Administrative Services. Membership record-keeping is the biggest duty PSA performs for OLA, including renewals and follow-up letters for late renewals, maintaining the membership database, producing the membership report, and supplying mailing labels on request. Handling orders for the annual Oregon Authors bibliography is also time-consuming. PSA also works closely with the Treasurer in keeping financial records. Bills are paid on or about the 1st and 15th of each month. McCully has the authority to sign checks for less than

\$200; anything over that must go to the Treasurer. The monthly financial report is produced around the 15th of each month. The complete report goes to the President, Vice-President, and Treasurer. Committee, Round Table, and Division chairs receive a report for their unit only. Charlton asked if the mailing labels are available to all OLA units? Yes, they are. PSA sells the mailing list to those outside OLA for \$75.00, with the approval of the president. Julie McCully, who handles most of the membership matters, works Monday-Thursday, 8:00-2:30. Johnson brought up a problem that SSD has had: if McCully is on vacation, bills and reimbursement can be late, and SSD members have ended up making initial payments for some conference-related things out of their own pockets. McCully will now notify the President when he's going to be on vacation, and the President will email all OLA unit chairs and Exec. Board members. McCully says he's rarely gone for more than a week. Jensen asked if the Treasurer could serve as a substitute check-writer when McCully isn't available. McCully said that other PSA staff can write the check and send it to the Treasurer for signature if he isn't available. Note: You can get reimbursement forms from the Treasurer or President. Bonamici will post the form on the web site. PSA will also have the forms. Johnson asked how the interest on OLA accounts works. OLA does get interest, but it isn't distributed to individual units. McCully said OLA business takes 50-60 hours per month, which is more than some of their clients, but less than others, particularly those that lobby. Christie asked if information about how to contact PSA is on the web site. It isn't right now; Charlton will talk to Bell about putting it on.

**TREASURERS REPORT:** Bonamici distributed the revised budget proposal. He added a column for actually 1997/98 costs, and a column showing what would need to happen to balance the budget. The biggest change is showing the conference income in the gross income. Most individual categories didn't change except for Membership. There was also an increase for association management (PSA), and a change in the Hotline line (which still showed OLA as paying PSA for compiling & editing the Hotline, even though now they only copy and mail it). Note on Hotline: Charlton sent letters to the 250 people who still received it in paper. 75 switched to email. That puts Hotline mailing below the limit for bulk mailing. Billeter got a list breaking down the remaining paper recipients: 49 friends trustees, 20 OEMA joint memberships, 26 life, or student/retired/unemployed, 8 subscriptions, 6 complimentary (including the Governor's office and ALA). The rest are public libraries, and are probably people who don't have email. One problem people report with the email version is that very long messages

sometimes get cut off. Discussion: could libraries take on the responsibility of passing the Hotline along to board members that don't have email? Should libraries prepare copies of the Hotline for all board members, even if they're not OLA members? Scheppke moved to cease mailing paper copies of the Hotline Jan. 1, 1999, and communicate with all paper recipients about the reason (saving money), and their options. PASSED. Will be discussed at the next Public Library Directors meeting. There was considerable discussion about why the McCully's fee is going up, since the Hotline costs are going down, and reimburseables are now listed separately. Bonamici will reduce reimbursable to \$1,000. The PSA increase includes a rate increase, plus \$1,200 for the rolling membership year. Bonamici will confirm the actual cost for the new web host. How to balance the budget: The Membership Committee is aiming for 1,200 members (currently we have 994). They are also contacting lapsed members. Scheppke suggested that Exec Board members could volunteer to help in recruiting members. With the reduced cost from ceasing to mail paper Hotlines, and the project membership increase, the budget will balance. Charlton asked McCully to email the monthly financial report to Bonamici, who will post it on the web. Moved and seconded to accept the budget as amended. PASSED. Scheppke thanked Bonamici for preparing a balanced budget.

STATE LIBRARIAN'S REPORT. Scheppke passed around a Seattle Times article about Deborah Jacobs (former Corvallis Benton-County director, now at King County Library in Seattle). There were 18 library measures on the November ballot. Ten won. Interest and activities regarding the merger of OCLC and WLN: In early November, there was a meeting with interested parties to begin exploring the issues involved. Scheppke distributed a position paper that the five northwest state librarians have developed. Could this merger lead to the development of a pacific northwest network?

The upcoming legislative session is looking difficult: the state budget picture isn't good, and will likely to continue to worsen during the session. Expectations have been high for increased funding, but now people may need to concentrate on defending what they have. There is likely to be no increased funding, and the House is more conservative than in previous sessions. (Nan Heim may attend the January Executive Board meeting to discuss legislative issues)

PUBLICATIONS COMMITTEE. Billeter reported that she has approached PNLA to have a joint regional advertising coordinator for all journals published by library associations in the pacific northwest.

Now that the Quarterly is earning royalties from H. W. Wilson, perhaps there should be a formal, legal statement to authors. Billeter will investigate what other state library associations do. The Publications Committee would like to issue an RFP for production of the Quarterly, as there have been some mis-communications that have cost money, and there needs to be a contract. There is a proposal to have advertising on the web site, which could generate revenue. Online bookstores, such as Amazon.com, would contribute a percentage of income from orders placed that originated at OLA's website. Wann asked if this would give the impression that OLA was supporting or endorsing large chains over small, independent book-sellers. After discussion, Billeter said that she or Bell will come to the next Executive Board meeting with a more specific plan. The Quarterly is costing too much. The Publications Committee is investigating less expensive printing and/or paper. Because the next issue will be 24 pages (due to incorrect guidelines from the typesetter), the Summer issue will be limited to 16 pages. The website is moving to a new host, with a permanent domain name (www.olaweb.org), but hasn't switched yet. There will be an announcement, and forwarding, when it does switch. The new host will support mailing lists and email boxes.

**PRESIDENT'S REPORT.** Charlton said the letter and statement on internet access will be distributed soon. The Read-to-read event at Jackson's Books in October was nice, although no one from the media attended. Jodi Fisher notified Charlton of a biased program on Fox about pornography, children, and the internet. Charlton wrote to Fox about their inaccurate reporting.

**VISION 2010 COMMITTEE NOMINATIONS.** Charlton reported on the nominations so far for the Vision 2010 Committee

Community Colleges-4: Charlie Piquette; David Bilyeu; Dale 4 year Colleges-4: Deb Carver; Janet Webster; Teri Rohe OSL: Jim Schepke Public Libraries-8: Margaret Barnes; Jeannie Goodrich; Michael Gaston; Gail Warner; Wyma Rogers; Joanna Rood K-12-2: Jeri Petzel Special libraries-1: Lajeane Humphries [ljh@wchwabe.com](mailto:ljh@wchwabe.com)

Moved and seconded to approve committee list so far. **PASSED.**

**OREGON JOBLINE.** Schepke said the Oregon Jobline is a joint project of OLA and the Oregon State Library. OLA pays for the phone line, OSL compiles the job listings, records them, and posts them on [libs.or](http://libs.or). Is it time to stop the phone listing, and post the job listings on the OLA website? Bell says it would be simpler. Jensen suggested still

posting the listings on libs-or. Moved to stop using the phone line, and use libs-or, the Hotline ,and the web site. This will change the budget. Scheppke suggested leaving \$400 in the budget, if Bell and Benedicto don't need more for adding the jobline to the website, and re-allocating the remaining Jobline amount elsewhere. PASSED.

ALA AMERICAN VALUES STATEMENT. Charlton distributed the American Library Association statement "Libraries: an American Value". It is a companion to the Freedom to Read statement and Library Bill of Rights. Moved and seconded to endorse the statement. There was discussion about how ALA will use the endorsement, especially as bullet #1 ("we defend the constitutional rights of all individuals, including children and teenagers, to use the library's resources and services") could imply things about local libraries that are actually a matter of local decisions and control. Charlton will ask ALA to notify OLA in advance if they plan to the OLA's endorsement publicly; she will include a copy of OLA's internet statement. PASSED.

OEMA/OLA COMMITTEE ON SCHOOL/PUBLIC LIBRARY COOPERATION. Rohe distributed a report on the progress in re-establishing the OLA/OEMA Committee on School/Public Library Cooperation. OEMA will chose the chair this time. In the future, the chair will be appointed in May or June so that person will be able to attend both the OLA and the OEMA retreats.

OEMA UPDATE. Steinke distributed the current OEMA newsletter; note the updates on the Oregon School Library Information System project, and information on information literacy standards. OEMA is working for a better relationship with the Oregon Dept. of Education. There will be a representative from OED on the OEMA board. OEMA hopes to meet with the new superintendent or a deputy soon.

PNLA UPDATE. Spaulding reported from the PNLA meeting the previous week. PNLA's current budget is modest and in the black. This year's conference made a profit. Spaulding distributed her November report. PNLA is looking at how the Young Readers Choice Award is promoted. 600 YRCA packets were distributed in Oregon, hoping to get feedback that will help make the award more accessible.

## DIVISION REPORTS

ACADEMIC (ACRL). Christie reported on the joint OLA/WLA retreat. About 80 people attended. ACRL is working on a pre-conference at OLA on managing websites, and is sponsoring a session on CIM and

## CAM .

CHILDREN'S DIVISION. Heffner displayed the Summer Reading 1999 graphics. The theme is "Read Quest", and features a dragon, along with children and "damsels in control". Clip art will be available on the web. They are working on the manual and t-shirts. Winters says the Summer Reading Task Force is working with Metro, hoping to get funding or corporate sponsorship. If there were enough money donated, the materials could be free to libraries. The Division is already working on the 2000 summer reading theme.

PUBLIC LIBRARIES DIVISION. Winters said they are working on OLA conference planning. The Public Libraries dinner will feature the "Crime Time Players". They are sponsoring three sessions: MaryKay Dahlgreen on the planning process; school/library cooperation; and corporate sponsorship. Their preconference will be a full day "Oh What a Tangled Web: Managing the Public Internet". They are financially supporting the Intellectual Freedom Committee's workshop on ethics.

SUPPORT STAFF DIVISION. Johnson says a new conference committee is working on the SSD 1999 conference, "Claiming the Future," in Eugene. This is the first time that SSD has had separate committees for various functions rather than having the executive committee handle everything. This is bringing in new people. The conference committee is trying to get Governor Kitzhaber as keynote speaker. SSD is sponsoring the Soaring to Excellence teleconference at various sites around the state. They are also working with ACRL on an OLA conference session on support staff in academic libraries. Their pre-conference will be on diversity. They will also have a conference session on book mending. The 2000 SSD conference will be at the River House in Bend.

## COMMITTEE REPORTS

INTELLECTUAL FREEDOM COMMITTEE. Norman distributed the internet survey of Oregon libraries IF did. They collected the information by phone. The survey shows that most public libraries have access to the internet, and most have policies in place. Respondents didn't report problems with the public. Pat Duke has copies of library policies. Libraries that didn't have specific policies felt the issue was covered in their general policies. The committee hopes that the information from the survey will be useful for lobbyist and directors to use to forestall legislative intervention on internet access. They will be doing further analysis of their data. Schepke suggested that Nan Heim

could do a press release and/or press conference on the survey at the Capitol.

**PUBLICITY COMMITTEE.** Plaisance says they have applied to the Starlight Parade and to the State Fair. They're also working on "window clingies" to publicize OLA.

**LEGISLATIVE COMMITTEE.** Bennett announced that Legislative Day will be Wednesday, Jan. 27, 1999, in Room 50 in the basement of the Capitol, 8:00-1:00. There will be a speech by a key legislator, then participants will meet with legislators. There will be a box lunch and another speaker at noon. The Committee will use the Legislative Network to coordinate. Nan Heim and Jodi Fisher will provide hand-outs and a pep talk. OEMA will also participate. Heim and Fisher are still concerned that an internet filtering bill will be introduced.

**CONFERENCE REPORT.** Bonnie Allen was unable to attend and submitted a written report to Charlton. The 1999 conference in Seaside will have lots of room for vendors, and lots of vendors participating. The Committee is responding to the complaints from last year's conference. Phil Keisling will be keynote speaker. Phillip Margolin will be luncheon speaker. There will be no Saturday programs this year. Future committees may want to avoid holiday weekends (the 1999 conference ends at Easter weekend and Passover). Bonamici is acting as treasurer rather than having a separate conference treasurer. Moved and seconded to approve the conference budget. The cost will include continental breakfast and lunch. **PASSED.** Bonamici will not adjust the budget for greater anticipated conference revenue.

Hayden reported on the 2000 conference. He investigated the Airport Sheridan and Holiday Inn Airport in Portland. Moved and seconded to give Hayden approval to get written contract from Sheridan and get back to Executive Board for approval. **PASSED.**

Jensen reported on the 2001 conference. They are investigating sites in Central Oregon. When the conference was last at Sunriver, there were complaints about lack of rooms and small space for vendors. The facility is supposed to be bigger now. Hayden suggested investigating the new facilities at the Deschutes County Fairground in Redmond. There was discussion about whether a site in Central Oregon is actually useful to folks in Eastern Oregon. Moved and seconded for Jensen to survey eastern Oregon library folks to see if they're more or less likely to attend in Central Oregon as opposed to the Willamette Valley

OYAN. Rose says OYAN is discussing the next YRCA book list. Their next meeting will be Jan. 26, 1999. Their spring meeting will be at the OLA conference. They are doing a session of book talks on teen books, and co-sponsoring two sessions: one of the rights of young adults, and one on sexual minority youth.

NOTE: The next Executive Board meeting will be Jan. 15 rather than Jan. 29.

Adjourned at 2:30.

Jey Wann  
Oregon State Library  
[jey.a.wann@state.or.us](mailto:jey.a.wann@state.or.us)