

OREGON LIBRARY ASSOCIATION (OLA)
EXECUTIVE BOARD MEETING

June 11, 2004

11:00 a.m. – 3:00 p.m.

Deschutes Public Library
Bend, OR

Approved by the Executive Board August 19, 2005

Voting Members Present: Colleen Bell (Secretary), Connie Bennett (Past President), Faye Chadwell (President), Teresa Landers (Public Library Division), Sonja Patzer (Support Staff Division), Carol Reich (PNLA Representative and OYAN), Wyma Rogers (ALA Representative), Suzanne Sager (Treasurer), Jim Schepke (State Librarian), Dale Vidmar (Member-at-Large)

Other OLA Units, Members, and Guests Present:Carolynn Avery (for Outreach Round Table), Maureen Cole (incoming Vice-President/President-Elect), Deidre Conkling (Legislative Network Coordinator and Social Responsibilities Round Table), Ed House (Parliamentarian), Loretta Reilly (Conference Committee), Chandra vanEijnsbergen (for Children's Services Division)

Meeting convened at 11:05 a.m.

1. HOUSEKEEPING

It was established that a quorum was present.

Chandra vanEijnsbergen provided local details.

Introductions were made, and the agenda reviewed.

Teresa Landers moved, and Sonja Patzer seconded, that the minutes of the April 14, 2004 board meeting and April 15 and 16 membership meetings be approved. Passed by unanimous vote.

2. OFFICER REPORTS

a. President (Faye Chadwell)

- i. OLA Election Results: Faye called all candidates who ran for office to thank them, congratulate the winners, and offer other opportunities to get involved in the association for those who did not win. OLA bylaws do not provide guidance on how to announce election results; Faye suggests we modify them to allow announcements by other forms other than a board meeting.
- ii. Summer Reading Program Debt Resolution: Faye, under direction of the Board, wrote a letter to Metropolitan Group (Metro) offering to settle the debt with them as previously discussed. Faye provided a copy of Metro's counter-offer. Faye has talked to Debra

Bogart about the offer, and both feel we should accept it and be done with the matter. Wyma Rogers feels we should have a lawyer review the letter we send to them with our final payment. Question: where will the Children's Services Division's (CSD) portion come from – CSD's budget, or the Summer Reading program? Response: We need to make sure it doesn't appear that we're using grant money to settle the debt. These minutes will serve as communication to the membership concerning the resolution of this matter.

Connie Bennett moved, and Wyma Rogers seconded, that the OLA Board accept the settlement counter-offer from Metropolitan Group, to be paid by the Children's Services Division. OLA's Treasurer will transfer \$8,000 from OLA's savings account to Children's Services Division to help pay the debt. Passed by unanimous vote.

- iii. OLA Presidency, 2004-2005: Melanie Lightbody has resigned as Vice-President/President-Elect for OLA as a result of both personal and professional circumstances. It was a very difficult decision for Melanie to make, and she expressed her regret. See Parliamentary report for details and discussion about filling the vacancy on the Board.
- iv. OLA Contracts for Hotline editor, Web Site editor, lobbyist, and management services: the Executive Board plans to write each contract so that it is automatically renewed unless either party wants to change it; termination will require 30 days' notice from the party seeking to end the contract. They are almost ready to send out.
- v. OLA Retreat: the retreat will take place August 2-3, 2004 at Silver Falls State Park. Faye and Maureen Cole will work on pulling it together.
- vi. Future of Trustee and Friends Division: the Board needs to apply the new bylaw, which states that an OLA division can be suspended once they have not submitted an annual report for at least 2 consecutive years.

Teresa Landers moved, and Carol Reich seconded, that the OLA Board suspend the Trustee and Friends Division for one year because they have not filed an annual report in more than two years. Passed by unanimous vote.

Jim Scheppke suggested that the Public Library Division work on ideas to encourage participation from trustees and friends through conference programs and other methods. He attended a Gates Foundation meeting recently, and noted that they are planning to provide advocacy and other training for trustees. Faye suggested instituting a Trustee Appreciation Day, which could also be a topic of discussion at the retreat. Remember that they are volunteers, too. We should also be encouraging Public Library Directors to get involved in discussions. Perhaps we should develop a training program, manual, or handbook for new trustees.

- b. Past President (Connie Bennett) – no report

- c. Secretary (Colleen Bell) – no report
- d. Treasurer (Suzanne Sager)
 - i. Reports: Suzanne distributed the April 30, 2004 balance sheet, a comparison report for the period September 1, 2003 through April 30, and the enterprise balance sheet as of April 30, 2004.
 - ii. OLA Retreat: there are problems with the 2nd deposit for the retreat; it was due June 2 but has not yet been made. Melanie Lightbody had the paperwork. Suzanne discussed the situation with Silver Falls, and will forward a payment ASAP.
 - iii. Conference Budget: Suzanne is still working on sorting everything out from the 2004 Conference. She will ask the McCulleys to send detailed deposit reports in future, rather than summaries.
- e. State Librarian (Jim Scheppke)
 - i. The State Library Board will be looking at the State Library budget proposal at their meeting later this month. The budget asks for restoration of the Ready to Read grant to \$1.00 per child (it's currently at \$0.83 per child).
 - ii. The legislative "concept" regarding the archiving of documents that are "born digital" that Jim has described in previous meetings is now going forward for bill drafting; Jim is confident that it will be introduced by the governor in the next session. OLA's Library Legislation and Development Committee has reviewed and endorsed it.
 - iii. Statewide database licensing: the State Library is working on the contracts; they hope to complete them and announce them by the end of June. Jim noted that he thinks libraries will be pleased with the outcome.
 - iv. The Oregon Department of Education (ODE) holds its own summer reading program, which takes the form of a certificate. Its rules are quite different from those of the OLA program. Jim has had discussions with Superintendent Castillo and has made some progress in integrating the two; Castillo is encouraging students to participate in public library summer reading programs, although they are still planning to carry out their own. Jim and MaryKay Dahlgreen have met with the governor's staff about the summer reading program and are making some headway. (see ODE Superintendent's Pipeline newsletter, June 2004).
 - v. National Library Legislative Day: Oregon sent a small delegation: 2 from OLA (Faye Chadwell and Sarah Beasley); 2 from OEMA (Jim Scheppke and Jim Hayden). They visited every Oregon legislative office, although most officials were out of town. Jim reports that the U.S. Congress is in total partisan gridlock; don't expect any results or movement on Patriot ACT amendments, appropriations, and more. Jim reported on an

interesting discussion with one of Senator Ron Wyden's aides about the Higher Education Act.

f. ALA Representative (Wyma Rogers) – written report submitted

- i. If you are going to ALA, Wyma recommends attending the first Membership meeting to vote on ALA's Core Values statement, which is a long-standing project that now requires ratification by the membership.
- ii. There will be two programs at the ALA conference on RFID Best Practices, which is a contentious issue in many areas of the country because of privacy issues.
- iii. Library use of patron records: should we be using our patron records for fundraising? If we do use them for fundraising, should we be sharing our patron contact information with outside fundraising agencies? This is an issue that has not yet been addressed by ALA, but some feel that it should be addressed in our Code of Ethics. Wyma surveyed the Board for their views.

g. Parliamentarian (Ed House)

- i. Vacancy of Vice-President/President-Elect position: OLA's bylaws related to duties of officers and vacancies do not provide for the current circumstances, where the vacancy occurs just following our elections. One suggestion that would meet the spirit of the bylaws is to have the current President extend her period of office, and have the newly elected Vice-President/President-Elect begin her term early. One Board member suggested that with electronic communications, we have more flexibility than we had with mail communications. We might also look at the runner-up from the previous election as a possible candidate to fill the vacancy, although there was uneasiness about this solution, since the candidate was not elected. The question was put to Faye Chadwell and Maureen Cole, the two most affected by this situation. After a lengthy discussion, it was decided that Maureen Cole would take over as OLA President on September 1, and that immediately after that, OLA would hold a special election to fill the Vice-President/President-Elect position vacated by Maureen. Names of nominees should be sent to Anne Christie, chair of the Nominations Committee, ASAP.
- ii. Outreach Round Table wants to change acronym in bylaws to ORT (from ORRT). They have surveyed the membership, and are asking for Board ratification.

Teresa Landers moved, and Jim Scheppke seconded, that the acronym recommended by Outreach Round Table, ORT, be adopted, and the bylaws changed accordingly. Passed by unanimous vote.

h. PNLA Representative (Carol Reich)

- i. The PNLA Conference will be held August 11-14, 2004 in Wenatchee, WA. Keynote speaker is Steve Hanomura, who will talk about understanding the dynamics of generational differences. The conference committee has plenty of fun activities planned.
 - ii. PNLA Leadership Institute: PNLA reviewed 41 applications, and have selected the final 36 attendees; 9 are from Oregon (out of 11 applicants), including Pacific University, Multnomah County Library, Eugene Public Library, Western Oregon University, Garden Home City Library, and Sherwood Public Library. Refunds must be requested by September 1, 2004.
- i. Member at Large (Dale Vidmar) – written report submitted
 - i. OLA Conference Site, 2006: Seaside is holding two dates for us, but we need to let them know by Monday, June 14. However, the rooms in Seaside are too small. The Board was overwhelmingly in favor of the new Salem Conference Center as the site.

Teresa Landers moved, and Suzanne Sager seconded, that we hold our 2006 conference at the Salem Conference Center. Passed by unanimous vote.

Discussion: Who will negotiate the contract? We used to hire someone to do it, and if we have to pay \$500, it would be worth it. Loretta Rielly and Teresa Landers volunteered to negotiate the contract and fight for the best deal we can get. Loretta and Teresa will check on dates in April and the Board will discuss and decide via email. A question was raised about whether we have begun conversations with the Washington Library Association (WLA) about our upcoming joint conference in 2007. This gives us the option of doing something with PNLA in 2008 or 2009. Maureen Cole will contact WLA, then appoint a vice-chair for 2007 on the 2005 conference committee. Dale suggested we plan several years ahead for conference locations and start booking sites; the Eugene Hilton is already pushing us to book our next Eugene conference. Possible schedule for the next few years:

2005 Portland (already committed)
 2006 Salem
 2007 Portland (joint conference with WLA)
 2008 Corvallis (joint conference with PNLA?)
 2009 Eugene

Someone asked about the possibility of using Redmond's new fairground and convention facilities, but apparently they're not big enough for us.

3. DIVISION REPORTS

- a. Academic/ACRL-Oregon (Sarah Beasley) – no report
- b. Children's Services (Chandra VanEijnsbergen for Debra Bogart)

- i. Debra Bogart has resigned as chair because of her professional situation, but will attend the OLA retreat in August. The CSD programs at the OLA conference were very successful. CSD had started preparing for a pre-conference next year, but OYAN will be offering one, so they've decided to use their funds in other ways. CSD is working on some fundraising ideas, such as a calendar or tattoos.
- c. Oregon Young Adult Network (Carol Reich)
 - i. OYAN offered several successful conference programs: a program by author Nancy Osa, book talks, and the annual Book Rave. They distributed copies of the 2004 Book Rave, which is also available on their web site.
- d. Public Library (Teresa Landers)
 - i. The PLD board received one application for the PNLA leadership institute scholarship, and awarded \$500 to Linda Malone. PLD has started planning programs for next year's conference. On July 9, the revised Standards for Access & Technology will be presented to the PLD executive; following that, they'll be offered to the membership for approval, with final approval expected in September.
- e. Support Staff (Sonja Patzer)
 - i. The annual SSD conference is coming up in July. SSD has offered several book repair workshops, in addition to the HTML workshops they continue to offer in response to high demand. They just held an HTML workshop in eastern Oregon. Wyma Rogers recommended that SSD send someone to the annual conference held by ALA's Staff Organization Round Table, which takes place right before the ALA annual conference each year. Perhaps they could use scholarship money to support this travel opportunity. SSD is planning to distribute fliers advertising scholarships at their conference, and are revising the letter they send to library directors regarding the scholarships.
- f. Trustee and Friends (Rosemary McGreer) – no report

4. COMMITTEE REPORTS

- a. 2004 Conference (Loretta Rielly) – submitted written report
 - i. The 2004 conference was very successful; we expect to see a profit of approximately \$25,000. Registration figures were similar to 2003, and conference evaluations were positive. The conference committee has several recommendations for the Board to consider:
 - implement online registration; we have not increased registration fee for several years, but if we increase each category by \$10, we should be able to cover the costs
 - appoint representatives from each division and round table to the program planning subcommittee; representatives don't need to attend all meetings, but they can provide a lot of input into the planning process, help eliminate duplication of programs,

- identify potential sponsors, and serve as a single liaison between their unit and the conference committee
- provide a credit card for conference committee use; committee members often end up putting conference charges on personal credit cards; the Board agreed that providing a credit card for authorization purposes (flight reservations, room reservations) is fine, but that actual expenditures on the credit card (such as paying for the printing of the program) would need to go through the formal approval/reimbursement process requiring two signatures
- move the awards to the conference banquet; the lunches don't offer enough time, often run over, and prevent attendees from networking and catching up; we can make a big event out of the banquet, perhaps make it more formal. Discussion: the cost for the conference dinners has become an issue; attendees generally have to pay out of pocket, and dinners are expensive, whereas lunch time awards allow nominators and others to bring members of their communities to participate, which an evening event might discourage

Connie Bennett moved, and Teresa Landers seconded, that the Board direct the Treasurer, in cooperation with the McCulleys, to apply for a credit card on the association's behalf for use with conference expenditures. Credit card limit will be set at \$5,000. Passed by unanimous vote.

b. 2005 Committee (Cindy Gibbon) – written report submitted

- i. No theme has been selected yet for the 2005 conference, but the committee hopes to have one before the call for program proposals is distributed in August. The committee is working to get complimentary suites from the Holiday Inn in Portland. They've received expressions of interest in the committee from a number of volunteers, but are still recruiting. Cindy will send a list of committee members to the Board once she's filled all the spots. She's still seeking a program chair, who will then serve as chair for the 2006 conference. Cindy reports that the Holiday Inn menu offers a dearth of vegetarian options, but she's working with the banquet manager and chef. The Holiday Inn will provide rooms for 8 simultaneous programs (there were 9 at the most recent conference), and the exhibit space seems limited, but the committee will find a way to make it work.

c. Nominations (Anne Christie) – no report

d. Publications (Alex Rolfe) – no report

- i. The OLA Quarterly issue that would normally be edited by the Vice-President/President-Elect did not get published. Faye Chadwell suggested that one issue focus on a "Best of..." compilation of past articles. Upcoming schedule:

Summer/Fall 2004	Recent trends in reference (guest editor: Pam North, Sherwood Public Library)
Winter 2005	Best of... (guest editor TBD)
Spring 2005	Humor (guest editor: Barbara Butler, University of Oregon)

VP issue of OLA Quarterly (summer) missed. Faye suggests putting together a “Best of” issue. Summer/Fall – recent trends in reference (editor is Ken??); winter issue: “best of?” Spring – humor by Barbara Butler, UO.

Another idea for an easy issue: Tom McClintock, a retired professor from Oregon State University, has been writing a history of the Corvallis-Benton County Public Library. Would he be willing to print the first few chapters in the OLA Quarterly as an early history of libraries in Oregon?

- ii. An article about association publications online that includes OLA in the discussion was published in *Library Hi Tech News*, vol. 21 no. 4 (2004).
- e. Intellectual Freedom (Cara List) – no report
- f. Library Development and Legislation (Connie Bennett)
 - i. At their last meeting, the committee heard a report from State Librarian Jim Scheppke about the State Library budget. The State Library board will meet June 18 to discuss the library’s budget. The committee asked OLA to endorse the State Library budget recommendation to restore Ready to Read to \$1.00 per child.

Connie moved, and Teresa seconded, that OLA endorse the State Library’s recommendation to restore the Ready to Read grants to \$1.00 per child. Passed with 1 abstention.

- g. Honors, Awards, and Scholarships (MaryKay Dahlgreen) – no report
- h. Oregon Authors (Heidi Senior) – no report
- i. Continuing Education (Pam Horan and Susan Whyte) – written report submitted
 - i. The committee met at the OLA conference, where they discussed a potential library certification program and links with PORTALS, whose mission is now focused on continuing education.
- j. Resource Sharing (Paula Hamilton) – no report

5. ROUND TABLE REPORTS

- a. Outreach (Carolynn Avery for Beverly Smith)
 - i. The round table met last week; they’ve lost much of their membership because of library budget cuts to outreach services. They are working on programming ideas.

Meeting adjourned at 2:35 p.m.