

# Minutes: Nov. 19, 1999

## Oregon Library Association Executive Board Minutes November 19, 1999

VOTING MEMBERS in attendance: Ruth Allen (OYAN), Connie Bennett (Public Library Div.), Andrew Bonamici (Treasurer), Sara Charlton (Past President), Anne Fox (for A. Christie, Academic Div.), Diedre Conkling (Member at Large), Jan Griffin (Support Staff Div.), Jill Heffner (Children's Div.), Carol Reich (Secretary), Jim Schepke (State Librarian), Nancy Spaulding (PNLA Rep.), Anne Van Sickle (Vice-President). OTHERS: Robin Beerbower (Outreach), Mary Ginnane (Continuing Ed.), Ed House (Parliamentarian), Mary Norman (IF). In Rohe's absence, Van Sickle called the meeting to order at 10:10 a.m.

**MINUTES.** Moved and seconded to approve the minutes of the September meeting as written. PASSED.

**STATE LIBRARIAN'S REPORT.** Passage of LSTA funding looks promising; it passed the House on November 18 and went to the Senate on November 19.

**BUDGET REPORT.** The 1999 pre-conference revenues have been confirmed and distributed.\* The membership dues line still looks short. Evidently the cash flow still hasn't smoothed out from switching to a rolling membership year, but there has been a big influx of dues during the last two months. \* Bennett requested that McCulley send out updated reports to reflect the pre-conference revenue distributions. \* Colleen Bell and Bonamici have resolved the web page budgetary questions.

**PRESIDENT'S REPORT AND DRAFT BUDGET.** Van Sickle passed on a positive report from Rohe regarding her husband's surgery. \* The PLA conference manager confirmed Seattle as the 2004 conference site. Schepke will check on whether the LAMA conference is coming to Portland in 2000. \* A resident of McMinnville sent an IF related letter to the Woodburn Independent recently after the library Board had issued a strong statement in support of open access to the Internet in the library. The letter was also sent to numerous politicians

and organizations; however, the City is not responding. \* Bonamici distributed an 11.19.99 revision of the draft budget. Scheppke expressed concern over the slim margin between conference expenses and income. It was noted that this is an early estimate and the figures will be amended later as figures solidify. Moved and seconded to approve the 1999-2000 budget as proposed. PASSED.

**PROXY VOTES.** According to Robert's Rules of Order, "Proxy voting is not permitted in ordinary deliberative assemblies unless the laws of the state in which the society is incorporated require it, or the charter or bylaws of the organization provide for it. Ordinarily it should neither be allowed nor required...." Since proxy voting is not addressed in our bylaws, the Board has been violating the bylaws by allowing it as a standard procedure. After discussing the need for a commitment to attend meetings on the part of Board members, possible ramifications of disallowing proxy voting, the two-thirds quorum requirement, and the possible use of speakerphones or other technology for voting, it was decided not to propose a bylaws amendment to the membership. Instead, proxy voting will no longer be allowed, the President will make an effort to contact Board members and encourage attendance so the quorum can be met at the meetings, the Divisions and Round Tables will be informed of this problem, and this issue will be revisited in a year.

**MANAGEMENT SERVICES.** John McCulley distributed a membership summary for OLA showing 1,046 total current members. He also distributed a final balance sheet dated 8/31/99, which closed out the 1998-1999 fiscal year. Also available was the 10/31/99 balance sheet and the enterprise balance sheet. \* For reimbursements, members should use the form available on the OLA web page. If the amount is under \$200 McCulley can prepare the check; if the amount is larger, two signatures are required. This causes a small delay since the forms must be forwarded to Bonamici who then signs and mails them. Rush processing is available upon request, with a 24-hour turnaround. \* Officers should remember to attach a note to deposits noting how much they total and which account to deposit to. They should also check with the McCulleys when planning any changes to procedures or forms. \* The Academic and Children's Divisions requested more detail on the account statements if possible. \* Scheppke queried whether names purged from the membership are passed on to the Membership Committee for follow-up. McCulley will check on this.

**OUTREACH.** The Round Table is revamping their handbook, which

will be distributed shrink-wrapped and 3-hole punched. It will include their survey of the state's outreach programming; larger sections on outreach to youth, ESL populations and the homeless; sample programs by type; and addresses of companies selling outreach products. They are meeting three times a year and will sponsor an outreach panel presentation at the conference.

**BYLAWS CHANGES.** House is working on OLA's bylaws and procedures to make them usable and correct. He distributed Chapter 40: General Policy Statements and proposed several outdated sections for deletion. Moved and seconded to delete the proposed sections. **PASSED.** \* After further evaluation and discussion, it was moved and seconded to delete Chapter 40 in entirety and to ask House and Bonamici to propose revisions to other chapters as needed. **PASSED.**

**INTELLECTUAL FREEDOM COMMITTEE REPORT.** Norman inquired whether a \$5.00 donation as an IF supporter could be added to the membership form. After discussion it was decided that it was more appropriate for the subcommittee working on revising OLA's dues structure to tackle the issue of raising OLA dues to allow increased funding for Committees. In the interim, the IF Committee may continue to come to the Board with funding requests as needed.

**AD HOC EXECUTIVE SERVICES COMMITTEE REPORT.** Job descriptions from several states have been gathered and analyzed. Schepke inquired about standards for operating reserves. OLA is currently supposed to have one year's worth of operating reserves, which means we are currently not in spec. Bonamici commented that this is an extremely high amount for state library organizations, which usually only carry up to half a year's reserve. \* OLA cannot contract this position out since this would legally make the Executive Director an employee of the organization. One solution might be to contract with Nan Heim who would in turn contract out and supervise the Executive Director. The \$30,000 annual cost is only \$15,000 more in the overall budget than OLA is currently paying separately for PAC services, finances, lobbying, etc., but Schepke noted that we need to raise the revenue first. House noted that we need to keep in mind why we are pursuing this idea: an Executive Director could consolidate any number of tasks for the organization, such as negotiating conference sites and working with the Conference Committee to provide annual guidance and continuity. Bonamici believes we could also save money by standardizing our purchasing procedures and providing enhanced lobbying services. \* Van Sickle directed the Committee to continue to

develop their proposal and to return to the Board.

**PNLA REPORT.** As the restructuring/redefinition continues, the PNLA Board has decided to dissolve the formal Interest Groups. Members are most interested in mechanisms to allow networking without the need for formal reporting processes and project assignments. A lot of this is now happening online and the focus is toward bringing these online groups together physically at the conferences. \* The fundraising auction was successful, so a subcommittee is forming to determine how to use the money. \* An adult book award with a Northwest focus is being developed covering both fiction and non-fiction. \* The joint 2000 conference will take place in Kelowna, British Columbia, May 25-27. The Association budget is in the black, and the Calgary conference made a profit \* The informal connection to Hawaii's libraries remains strong.

**ACADEMIC DIVISION REPORT.** The fall retreat was joint with Washington's ACRL. Speakers included the new Director at the Univ. of Washington Library School, the ACRL President and a member of the NW Association Accreditation Team. \* An OLA pre-conference with DIGOR will cover how to make use of census materials. Poster sessions are being planned and will offer a professional venue for Emporia students' projects.

**CHILDREN'S SERVICES DIVISION REPORT.** Sixty-seven people attended the Fall Workshop. Heffner was able to meet her goal of involving staff from areas of the state beyond the valley. \* The auction raised over \$1,000 and Sandi Olmstead was recognized for her tenth year serving as auctioneer. \* The Vision 2010 statement from Children's will be the Guidelines document done previously. \* The summer reading artwork was purchased very inexpensively from Wisconsin. The art was used as-is for the main graphic and T-shirts and the Metro Group adapted it for stickers, a certificate and tattoos. The Division may be able to sell T-shirts and tattoos to Wisconsin. \* Metro feels hopeful about a \$10,000 grant from the Oregon Community Foundation. \* At the business meeting Heffner proposed that the Division finally begin to charge dues and the motion passed, contingent on Board approval. Moved and seconded to approve charging dues to join the Children's Services Division, with a \$10.00 fee for full-time staff and \$5.00 for part-time staff. PASSED. \* The Mock Caldecott will be held again in January and Molly Bang will present a pre-conference at OLA. All proposed conference sessions were accepted as well. These will include CIM/CAM, Leslea Newman (the author of Heather Has

Two Mommies), storytelling from the Hebrides, the Lampman and summer reading programs, and Mother Goose Asks Why (a National Science Fdn/Vermont Center for the Book program with at-risk parents; it focuses on quality literature and science activities).

**CONTINUING EDUCATION REPORT.** Over twenty-eight education providers attended the October stakeholders' meeting where CE solutions for both libraries and the providers were explored. The main stumbling blocks are technology, PR, time, money, geography and coordination with others. At the January meeting members will continue analysis and incorporate results into last year's planning document. The stakeholders' meeting may become an annual, half-day event. Scheppke suggested the committee investigate whether ALA or other states have or are creating core competencies we could adapt. Bonamici noted that the U of O developed core competencies during an ARL project.

**OYAN DIVISION REPORT.** The OEMA booktalking session was very successful. Since overall registration was down, the conference planners provided a room for only 20-25, but 50-60 attended. Comments on the evaluation sheets were highly flattering and the conference planners said the booktalks were the most popular program at OEMA. \* All three OLA programs were accepted: a teen panel, booktalking, and the co-sponsorship of author Leslea Newman. Planning is beginning for a 2001 pre-conference. \* OYAN is working on producing its first annual Best Books list in time for the OLA conference. Other items of focus are increasing membership and available funds. \* OYAN is working with the conference committee and hopes to have a raffle at OLA. The Board had no objections and suggested the raffle be announced at the General Session and advertised in the Hotline.

**PUBLIC LIBRARY DIVISION REPORT.** Work continues on revising the standards. Fifteen states' standards have been analyzed and a draft has been distilled and evaluated. The draft is being revised and statistically validated. It will be finalized in March and publicized on the web pages and during a program at OLA. Voting on acceptance of the standards is planned to take place along with the voting for candidates and then the document will be brought to the Board for final approval. \* The Division is sponsoring a pre-conference and the annual Wednesday night dinner, plus four sessions: a panel on adult programming, a repeat of the ACLU holiday celebrations presentation, the standards session, a speech by Dave Frohnmeyer, and the co-

sponsoring of author Newman.

**SUPPORT SERVICES DIVISION REPORT.** SSD will not have a pre-conference this year but is co-sponsoring an Oregon authors session. \* Plans include a brochure packet for recruiting new members, a mending & preservation workshop for 2000 and a possible dues rebate for new members who find the OLA dues prohibitive.

**CONFERENCE REPORT** (by Mary Norman). Registration fees have increased \$5.00 in all categories. The late registration option has been dropped, so there is only pre-registration, with a deadline of March 17, 2000, and onsite registration. The PLD banquet speaker will be Eric Foxman with O. Henry stories; the main banquet speaker is cartoonist John Callahan; the keynote speaker will be Brooke Sheldon, the former dean of the Graduate school of Library and Info Science at University of Texas at Austin and former president of ALA 1983-84; and the luncheon speaker will be NPR librarian Kee Malesky.

**IF REPORT.** The committee had a very successful LINCC conference with Ginnane's IF Toolkit session drawing 85 attendees. \* OLA sessions will include a pre-conference on confidentiality of patron records; author Newman; "Daily Dilemmas," a panel presentation on the conflict between workplace experiences and personal values; a session on the status of independent bookselling; and Mike Wessels' "Feeding the Hand That Bites You." Planning is beginning for a 2001 pre-conference on ethics. \* The IF Vision 2010 statement has been finalized. \* Members are monitoring organizations and electronic lists and posting brief updates twice a month on libs-or and in the Hotline.

**LIBRARY DEVELOPMENT AND LEGISLATION REPORT.**

Bennett inquired whether state-mandated filtering was still an issue and the response was affirmative. \* One area of concern is how to continue making progress with Ready-To-Read funding. McMinnville is working with Linfield and the school Superintendent, seeking to test reading scores and compare those of summer readers and non-participants in an effort to further demonstrate the effectiveness of the Ready-To-Read program.

**NOTES.** There will be a report at the next meeting from the Inter-institutional Library Council. \* Scheppeke noted that the energy level of the organization is very high at this point, as demonstrated by the reports given at the meeting. The meeting was adjourned at 1:45 p.m.

Carol Reich, OLA Secretary