

**Arkansas Library Association
Board Meeting Minutes (1st Session)
Friday, December 10, 2010
Laman Public Library, North Little Rock, AR**

Call to Order: President Connie Zimmer opened the meeting at 10:08 a.m. A quorum was established.

Roll Call and Minutes: The minutes were distributed. Michael Strickland was asked to serve by President Zimmer as acting secretary in place of Secretary/Treasurer Jamie Melson who was unable to attend the meeting due to a family illness. President Zimmer asked for any corrections to the minutes. Corrections were noted. Frances Hagar made a motion that the previous meetings minutes with corrections be approved. The motion was seconded and passed.

President's Report/Executive Committee, Connie Zimmer:

President Zimmer thanked board members for their help throughout the year. Zimmer stated she enjoyed serving and was looking forward to further service on the ArLA Board. She again thanked Conference Chair, Dwain Gordon and the Conference Committee for their efforts and hard work putting the joint ArLA/SELA Conference together.

She asked each person present at the meeting to introduce themselves.

ALA Councilor Report, Ron Russ:

Posted ALA Chapter Relations Taskforce Questionnaire to ARKLIB-L and related mailing lists. Corresponded with George Eberhart, AL Direct Editor, regarding a blurb for locating ArLA Scholarship Winners not in the state anymore, and volunteered to facilitate the Chapter Councilor's Forum at the 2011 ALA Midwinter Meeting in San Diego, CA. Russ prepared a budget for ALA Midwinter to be presented at the 2nd Executive Board Meeting. Russ also inquired about arrangements for ALA Representatives at State Chapter events.

Russ emailed the above mentioned survey. The survey will be posted until December 15, 2010. The URL for the survey is <http://www.surveymonkey.com/s/2V5X8BH>.

SELA Representative Report, Dwain Gordon:

1. Gordon reported that the "Arkansas proposal" was submitted to SELA. SELA was still considering it with some adjustments. An electronic vote by the SELA board was currently taking place. The proposal has been changed to just be offered to Arkansas.
2. Gordon was given gifts of appreciation from ArLA for his years of service and his hard work putting together two ArLA Conferences back-to-back. President Zimmer once again thanked him on behalf of the association for all of his hard work.

Executive Administrator Report, Barbara Martin:

1. Martin reported there is \$99,000 in the checking account for the association including the restricted funds.
2. She also stated that \$64,000 were in Certificate of Deposit accounts.
3. Dues continue to come in and ArLA is in good shape financially
4. Martin reported that ArLA Conference expenses this year finished \$1,224 in the red as compared to \$11,900 in the black the previous year. One reason the conference did not make as much as hoped was not as many attended from SELA as was hoped, plus the poor economic situation along with the Peabody Hotel in Little Rock being more expensive than past conference sites.
5. The Peabody will be the conference location again in 2011. The conference committee is working on getting sponsors to help offset some of the expenses for the 2011 conference.
6. The association's office has moved and now has a small meeting area that will accommodate up to 10 people. .

Division Reports:

AASL, Devona Pendergrass:

1. AASL held its annual meeting on July 25-26. Although attendance was down, the sessions and food were good.²
2. Pendergrass attended the Arkansas Affiliate Assembly in Washington D.C. where Arnie Duncan, Secretary of Education, spoke to the group.
3. Attended Library Day at Hendrix College in Conway
4. Have been selling license plates to help benefit the ArLA scholarship fund
5. Collected items for conference basket
6. AASL 2011 Conference will be held July 24-25 at the Best Western Inn at Eureka Springs. Conference fees will be \$90 for AASL members and \$100 for non-AASL members.
7. Cathy Toney will take over as the new AASL chair for 2011.
8. The 2010 AASL Conference raised a total of \$10,220 and, after expenses, cleared \$1400.

Pendergrass closed her report remarking how much she had enjoyed serving as AASL chair and thanked her colleagues for their help this past year.

ALPS, Kara Propes:

1. INFOBITS met on November 6 at the Arkansas State Library. There were 63 registered and 57 who attended. Propes noted that INFOBITS 2010 was the biggest and "best" conference yet. Propes stated that the Arkansas State Library was very accommodating and especially thanked State Librarian Carolyn Ashcraft.

2. The ALPS exchange week will be in January 2011 at the University of Central Arkansas in Conway.

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College & Universities, Kaye Talley:

No Report

Public Libraries & Trustees, Sarah Ernst:

No Report

Reference & Instruction Services, Amber Wilson:

No Report.

Resource & Technical Services, Heidi Vix:

1. Vix reported that the 2011 Chair would be Jennie Ballinger; vice chair, Carolyn Baker and Linda Evans, secretary.
2. A new Resource and Technical Services listserv was created on February 4, 2010.

Special Libraries, Michael Strickland:

No Report:

Roundtable Reports:

Children's Services Roundtable, Laura Speer:

Kristy Johnson at the Cabot Public Library will serve as chair in 2011.

Government Documents Roundtable, Frances Hagar:

Frances Hagar and Karen Russ manned a Government Documents table at the 2010 Arkansas Genealogical Society Annual Meeting held at the Airport Holiday Inn in Little Rock in October. They donated a Centennial calendar as a door prize. Hagar and Russ met and talked to over 100 people at their table at the meeting. The materials presented were government document resources for genealogy research.

Information Technology Roundtable, George Fowler:

No Report

New Members Roundtable, Jerrie Townsend:

In 2010, 57 new members have joined ArLA..

Two-Year Colleges, Tina Bradley:

No Report.

Committees:

Awards, Barbie James:

No Report.

Centennial Planning, Karen Russ:

Russ reported that the American Library Association would be sending two representatives (president and executive director) to ArLA's Centennial Conference. The Centennial Committee recommended that ArLA cover the ALA representatives' meals and hotel expenses while waiving the normal registration and meal fees. Karen Russ moved the committee's recommendation, seconded by Gordon. Motion passed.

The Centennial Committee is considering a Celebratory Dinner to honor past ArLA presidents and scholarship winners. The Centennial Committee will review various proposals and then make a formal proposal to the board at the February retreat.

The committee is also in the process of updating the list of past presidents and scholarship winners.

The Centennial Committee has sold 120 of the 300 calendars that it ordered. Because the Arkansas State Library covered the entire cost of the calendars, everything that the Centennial Committee makes is profit. The calendars are selling for \$15 each.

The committee is also working on written pieces about ArLA's centennial for publication in American Library Association publications.

Conference, Dwain Gordon:

Gordon reported that next year the conference will remain in Little Rock during the last weekend in September. Holly Mercer will be the 2011 conference chair. Conference survey had been compiled and sent to the Executive Committee. 64 people responded. The percentage of people who participated in the ArLA Conference did not change despite using Survey Monkey. The names of all those seeking professional development credits from the Arkansas Department of Education, which was valid only for school librarians, had been turned in to Barbara Martin.

Constitution, Bill Parton:

No Report.

Intellectual Freedom, Devona Pendergrass:

Two people called with possible challenges. Devona referred them to National ALA for more information.

Legislative, Donna McDonald:

No Report.

Membership, Jerrie Townsend:

ArLA has 555 current members which is an increase of 2.4% from 2009 when there were 541 members at this time.

.Nominating, Shawn Pierce:

No Report.

Public Relations, Virginia Perschbacher:

No Report.

Publications Committee, Kathie Buckman:

No Report.

Scholarship Committee, Diane Hughes:

The ArLA Scholarship Committee is busy selling license plates. So far 117 plates have been sold. There are plenty of plates. Contact Diane Hughes or the scholarship committee for more information.

Arkansas Libraries, Managing Editor, Laura Speer:

Carol Hanan will be designing the cover for the next journal. Please send suggestions or pictures to her. Articles are also needed. Any perspective would be appreciated.

Associate Editor, Britt Anne Murphy:

No Report.

Webmaster, Ron Russ:

Russ added links on the main page for the ArLA License Plate Order Form and Centennial Calendar Order page. He updated the Jobline as needed. He also worked on the budget request for 2011.

Archives, Bob Razer:

No Report.

Unfinished Business:

None

New Business:

Karen Russ shared the sad news that one of our colleagues, Sarah Ziegenbein, formerly a government documents librarian at Central Arkansas Library System had recently passed away.

The Centennial Committee asked the board to approve the following funding levels and rates:

Diamond	\$2000
Gold	\$1500
Silver	\$1000
Bronze	\$500

Karen Russ moved the vote. The motion was seconded and passed.

Russ asked each major division or roundtable historian submit historic information about their particular group to the Centennial Committee.

Kara Propes and Holly Mercer were working to secure the main speakers for the 2011 Annual Conference. Gene Ambaum and Bill Barnes creators of the comic strip UNSHELVED would likely be one of the main speakers at the event. They both had agreed to come if approved by the Executive Committee.

Holly Mercer briefly talked about some ideas that she had come up with regarding the 2011 conference. She suggested the theme of "Celebrate" for the Centennial Conference. Another possibility included, "Joy of Libraries." Other ideas for the upcoming conference included "Skyping" with various authors, having authors in person for events and establishing more networking and conversation times. Mercer continues to be open to suggestions.

President Zimmer read the list of 2011 Board Officers. Laura Speer asked that board approve the 2011 list. The motion was seconded by Kara Propes and approved unanimously by the board.

The board discussed renewing and updating its management contract with Executive Director, Barbara Martin. Martin's current salary is \$25,000. Zimmer proposed a new minimum salary of \$27,000 for Martin. Donna McDonald citing all of the responsibilities and duties that Martin has done on behalf of the association through the years made a motion to offer Martin a one year contract that would increase Martin's salary from \$25,000 to \$30,000 a year. It was suggested that her office hours could be 9 am to 4:30 pm, Monday through Friday. Martin would continue to handle the bonding of herself, her staff and ArLA board officers. The motion was seconded and approved.

Laura Speer suggested the board consider using other options to promote board participation and reduce travel expenses and time for members who live near the state's borders. She believed more people would participate if they could utilize some of the newer conferencing technologies like the State Library's Adobe Connect software.

President Zimmer passed the gavel to incoming President Shawn Pierce. Pierce presented Connie Zimmer with a plaque of appreciation and other tokens of thanks along with a round of applause from the board.

Adjournment:

President Zimmer moved adjournment at 11:30 a.m. The motion was seconded and approved.

Respectfully submitted,
Michael Strickland on behalf of Jamie Melson
Secretary/Treasurer

**Arkansas Library Association
Board Meeting Minutes (2nd Session)
Friday, December 10, 2010
Laman Public Library, North Little Rock, AR**

Call to Order: President Shawn Pierce opened the meeting at 12:10 p.m. A quorum was established.

Roll Call and Minutes: The roll call sheet and minutes were distributed by Secretary/Treasurer Michael Strickland. President Pierce asked for corrections to the minutes. Corrections were noted. Pierce made a motion that the previous meetings minutes with corrections be approved. The motion was seconded and passed.

President's Report/Executive Committee, Shawn Pierce:

President Pierce thanked the new board members for their willingness to serve this year. She asked each board member at the meeting to introduce themselves.

ALA Councilor Report, Ron Russ:

Ron Russ made a budget request of \$1800 to cover conference registration, airfare to and from Little Rock and other travel and incidental expenses including food and lodging at the American Library Association Midwinter Meeting in San Diego, CA on January 7-12. Russ moved the motion, it was seconded and passed.

Russ will be writing a report for the Spring 2011 Arkansas Libraries. He also expected to make a budget request to cover expenses to the ALA Annual Meeting in New Orleans, LA at the next board meeting.

SELA Representative Report, Kevin Barron:

No Report.

Executive Administrator Report, Barbara Martin:

1. Reminder that Barbara receives and signs all contracts along with paying the association's bills.
2. Any bill over \$5000 must have two signatures which include the Executive Administrator and/or the ArLA Secretary/Treasurer or President.
3. New name tags are in the process of being made for board members
4. Turn in all budget requests as soon as possible to Barbara.

Division Reports:

AASL, Cathy Toney:

No Report

ALPS, Melanie Allen:

The annual ALPS Conference will be on May 18-20 at the Holiday Inn in Fort Smith. InfoBits will be November 17, 2011.

College & Universities, Daniel Page:

Page reported that the College and Universities group was planning a joint meeting with ArkLink in April. No date had be set at this time.

Public Libraries & Trustees, Ashley Parker:

Parker reported that Survey Monkey was used to gather input from the state's public libraries and their trustees at the annual conference. There were 80 responses. Parker planned to share the results with Conference Chair, Holly Mercer.

Reference & Instruction Services, Amber Wilson:

No Report

Resource & Technical Services, Jennie Ballinger:

UALR is hosting RDA Conference. At last report there were 12 interested participants who divide the \$189.00 cost between them.

Special Libraries, Loretta Edwards:

Edwards outlined her goal to increase Special Libraries outreach and awareness. She plans to operate a booth at conference or meetings such as AIM. She would like to promote the services of UAMS, UALR Law Library and the Arkansas State Library to public and school libraries.

Roundtable Reports:

Children's Services Roundtable, Randi Eskridge:

No Report

Government Documents Roundtable, Frances Hagar:

No Report

Information Technology Roundtable, Jon Goodell:

Goodell wanted to promote the use of conferencing technologies and software by ArLA. He and his committee would be experimenting with using SYPE and Adobe Connect among others.

The 3rd annual UnConference will be July 29, 2011. There is a possibility of hosting the conference at up to 5 sites around the state. The conference would also utilize U-Tube videos possibly.

New Members Roundtable, Connie Zimmer:

No Report

Two-Year Colleges, Tina Bradley:

No Report.

Committees:

Awards, Jamie Melson:

No Report.

Centennial Planning, Karen Russ:

ArLA now has a unique centennial logo and new web page. ArLA will be using the Centennial page as its front page throughout 2011.

Conference, Holly Mercer:

No Report

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Constitution, Bill Parton:

The board will be reviewing some membership categories and dues at the upcoming board retreat.

Intellectual Freedom, Devona Pendergrass:

No Report

Legislative, Donna McDonald:

No Report

Membership, Connie Zimmer:

No Report

Nominating, Jim Robb:

No Report

Public Relations, Virginia Perschbacher:

No Report.

Publications Committee, Kathy Davis:

No Report.

Scholarship Committee, Diane Hughes:

No Report

Arkansas Libraries, Managing Editor, Laura Speer:

Speer encouraged board members, librarians or library staff to write articles for the journal. The deadline for the Winter issue is January 15; the Spring issue is April 15; the Summer issue is July 15; and the Fall issue is October 15. Speer would also welcome pictures and information about new hires, births, deaths and other library related news.

Associate Editor, Britt Anne Murphy:

No Report

Webmaster, Ron Russ:

Russ made a 2011 budget request of \$554.00 to cover expenses related to the ArLA website, renewal of three domains and programming costs to fix issues that occasionally arise.

Since Heidi Vix will be leaving the state at the end of June, Russ was looking for a new person to run the conference website. Anyone who was interested were asked to contact Ron at rsruss@asub.edu. He also asked each unit head to review their sections on the ArLA website to see if they were up-to-date. If not, give Russ any corrected or new information as soon as possible.

Archives, Bob Razer:

No Report

Unfinished Business:

The ArLA board orientation and 1 day retreat will be tentatively on February 25-26. The consensus seemed to be in favor of Lake Pointe Retreat Center in Russellville. Other options to be considered are the Clarion at Hot Springs or the Subiaco Retreat Center. Barbara Martin suggested that the group consider a new 5 year plan and discuss the future of ArLA. Holly Mercer offered to help facilitate the discussion.

New Business:

None

Adjournment:

President Pierce moved adjournment at 1:22 p.m. The motion was seconded and approved.

Respectfully submitted,
Michael Strickland
Secretary/Treasurer