



Arkansas Library Association

**Arkansas Library Association  
Executive Board Meeting  
Friday, June 7, 2019, 1:00 PM  
Laman Library, North Little Rock, AR**

**MINUTES**

- I. **Call to Order** – Jil’Lana Heard called the meeting to order at 1:02 PM.
- II. **Roll Call & Minutes** – The attendance sheet was circulated, and the minutes for the April 19, 2019 meeting were distributed by Jessica Riedmueller. A draft of the minutes was made available in Dropbox prior to the meeting. Philip Shackelford made a motion to approve the minutes. The motion was seconded by Carol Coffey and unanimously approved.
- III. **Budget** – The financial report was distributed. John McGraw made a motion to approve; Susie Kirk seconded. The report was approved.
- IV. **ALA Councilor’s Report** – Lacy Wolfe reported that the ArLA documents have all been collected at Henderson; the archives will be processed and available in the future.

ALA hosted a Virtual Membership meeting on May 9<sup>th</sup>. Topics discussed include that there will be a new Executive Director as of the Midwinter 2020 meeting. The ALA-APA Workplace Wellness site has been rebooted and can be found at <http://ala-apa.org/wellness/>; please share this resource. ALA is also gathering information in order to improve the organizational effectiveness, but no action is being taken at this time.

The Arkansas Dinner at ALA Annual was announced for the Saturday night of the conference.

Finally, ALA has released a [2020 Census Guide](#) that will be a good resource for libraries. The guide also provides information for resources in multiple languages.

**V. Committee Reports**

Two Year Colleges Roundtable – Ron Russ reported that he has volunteered to chair the Roundtable for another year.

Web Services – Ron Russ reported that he has set up a new listserv for RISD (Reference and Information Services Division). He also reported that he has been able to separate the conference registration pages for general registrants and vendors.

Resources and Technical Services – Brian George reported that Autumn Mortenson, the current Vice-Chair, will run for Chair of RTSD.

Scholarship – Carol Coffey reported that the scholarship forms and policies have been updated on the website. Applications will open on July 1.

Emerging Leaders – Rebecka Virden reported that the committee is awaiting applications for the

program in order to make a decision.

College and University Libraries – Autumn Mortenson reported that CULD will have a joint meeting with ARKLink at UCA on July 17<sup>th</sup>. The program will consist of an ACRL webcast which CULD members can vote for using a Google form.

Awards – Philip Shackelford reported that nominations close on June 28<sup>th</sup>. The committee has currently received 11 nominations.

ALPS – Dalene Schrier reported that Infobits was very successful; there were approximately 50 attendees. The next ALPS meeting will be July 5<sup>th</sup>.

**VI. Annual Conference Update** – Crystal Gates reported that session proposals have been approved and the presenters have been notified. Currently, there has been no vendor sponsor secured for the streaming book talk by Susan Orlean. The idea of using sched.com as a mobile event organizer was raised. SELA has agreed to split the \$500 cost. Finally, the negotiations for next year's conference are underway and are being headed by Judy Calhoun. There will be a site visit to Fort Smith prior to signing a commitment.

## **VII. Items of Business**

- a. Sched.com Mobile App for Conference Schedule – As noted in the conference update, SELA has agreed to pay half the cost of using sched.com for electronic scheduling. The inclusion of a mobile app will add convenience as well as improve accessibility for the conference. Crystal Gates requested a motion to approve ArLA's \$250 contribution to the cost of sched.com. Carol Coffey made the motion; Britt Murphy seconded. The motion was approved.
- b. Arkansas Libraries Journal Restructure – The journal restructure was carried over from the April meeting. Britt Murphy has requested these changes to the structure of the editorial board for the *Arkansas Libraries* journal as the workload has become overwhelming for 1 or 2 people. The current formal structure consists of a Managing Editor, an Associate Editor, and a Copy Editor. The suggested formal structure would consist of Managing Editor, Associate Editor for Public Libraries, Associate Editor for Academic/Special Libraries, Associate Editor for School Libraries, and Copy Editor. Philip Shackelford will be the Academic/Special Libraries Associate Editor. Jill Heard and Crystal Gates made suggestions for School Library and Public Library Associate Editors, respectively. Additional changes to the deadline for submissions were suggested. The new deadlines will be February 15<sup>th</sup> for the Spring issue, May 15<sup>th</sup> for the Summer issue, August 15<sup>th</sup> for the Fall issue, and November 15<sup>th</sup> for the Winter issue. In the case of a double Fall/Winter issue, the deadline will be October 15<sup>th</sup>.
- c. ArLA Executive Board Restructure – Significant changes to the Bylaws were discussed. A summary of this discussion has been appended to this document.

## **VIII. Announcements**

The next meeting will be held July 26, 2019 at 1:00 PM in Laman Library.

**IX. Adjournment** – Rebecka Virden moved that the meeting be adjourned.

Respectfully submitted,

Jessica Riedmueller

## Bylaws Discussion Summary

### Quick Links

- [Current ArLA Bylaws](#)
- [Proposed ArLA Bylaws](#)
- [Missouri Bylaws and Handbook \(Used to inform proposed changes\)](#)
- [Tennessee Bylaws and Procedures \(Used to inform proposed changes\)](#)

### Main points of the Restructure

1. The voting membership of the Executive Board would be narrowed but would allow for input from other groups (i.e. Communities of Interest). From the proposed bylaws:

- a. **Section 1. Elected Officers**

The elected officers of the Association shall be a President, President-Elect, Past-President, Secretary, Treasurer, ALA Councilor, SELA State Representative, and four Members-At-Large. The officers shall be elected by ballot in advance of the Annual Business Meeting. They will be announced electronically to the membership following notification of the candidates. An announcement will also be made at the Annual Business Meeting.

The terms of all elected begin at the end of the Annual Conference, except the ALA Councilor whose term begins at the conclusion of the summer ALA Conference following his/her election. President-Elect succeeds to the President. The President will succeed to the Past-President.

2. "Communities of Interest" would take the place of the current Divisions and Round Tables; this change is intended to add fluidity to the groups that make up ArLA so that they can change with the needs of the state. From the proposed bylaws:

- a. Article VII. Communities of Interest (CI)

#### Section 1. Formation

Communities of Interest (CI) may be formed by members of the Association to pursue any activity that supports the purpose and goals of the Association. Members may form a Community of Interest by submitting a form to the Community of Interest Council (CIC), which states the name of the Community of Interest, a contact person, and function; 15 ArLA members in good standing are needed to support the formation of a Community of Interest.

### Discussion Points and Questions Raised

- Why is there a grandfather clause for Divisions but not for Round Tables?
  - ANSWER: The grandfather clause will be stricken from the proposed bylaws; all current Divisions and Round Tables will need to petition to become a Community of Interest.
  - In reference to Article VII, Section 10 Grandfather Clause which reads: "All divisions in existence prior to these bylaws shall be recognized as Communities of Interest."
  - Discussion continued around the definition of Communities of Interest (CI) as well as the nature of Divisions and Round Tables currently.

- The question was asked whether 15 members is too many to require to support a CI. The answer was not finalized, but seems to be “no, 15 is not too many.”
- When will the new Bylaws be effective?
  - ANSWER: If they are voted on at the 2019 ArLA Annual Conference membership meeting, it is likely that the new Bylaws will begin following the fall 2020 Annual Conference.
- What is the nature of the at-large positions?
  - ANSWER: The at-large positions will ideally be allotted one each to represent Public, School, Academic, and Paraprofessionals. Though there is a specifically designated paraprofessional position, that does not prohibit a paraprofessional from running for the at-large position designated for a specific library type.
  - The breakdown of the positions may be best understood by referencing the Org Chart image
- How will committees work/have a vote under the new system of governance?
  - Additionally discussed, do Communities of Interest have a vote?
  - Should we consider having PR/Marketing as an elected officer?
- When will elections take place under the new Bylaws vs. what we do now?
- The necessity of clear communication and context was expressed by several members
  - Suggestions for communication
    - After releasing the Bylaws changes, we will have an open comment period where members can suggest changes/ask questions via a Google Form
    - A summary of the changes will be submitted to the Arkansas Libraries journal
    - We should host live/recorded sessions explaining the changes and allowing for Q&A
- There was a discussion of fixed date vs. rolling date dues
  - Nothing was decided, but the general feeling is that rolling is preferable to fixed-date from a member perspective
- Discussion of Secretary and Treasurer terms
  - Suggested terms
    - Secretary - 2 years
    - Treasurer - 3 years
  - These positions should be voted on in opposite years
  - There was some discussion about electing an Assistant Treasurer since there is so much to learn in that position; this discussion extended to the ALA Councilor position as well
- The necessity of succession planning was stressed
  - We should be developing a connection with ALL-In
  - What experience must Officer candidates need to have in order to run?
    - Should they come from CI first? ALL-In?

## Items that need to be addressed

- What incentive will people have to participating in ArLA if the board is narrowed?
  - The feeling may be that the balance of power is shifting from a greater number of people who are committed and participate in the Divisions, Round Tables, and Committees to a small, select group of people.
  - In other words, how do the Communities of Interest feel like they have any power/say in ArLA
  - [Secretary's Note] I think a further explanation of the types of decisions the board will make is necessary. I also think the idea behind Communities of Interest needs to be clarified.
- How will we accomplish the transition?
  - Is there a transition committee? Do we do it ourselves?
- What documents need to be changed/put in place in order to accomplish this?
  - Google Form for public comments
  - Official communications from Chairs of Divisions/Round Tables?
  - Community of Interest Formation document
  - New registration form
    - Would selecting a Community of Interest be compulsory?