



**Arkansas Library Association  
Executive Board Meeting  
Friday, December 6, 2019, 10:00 AM  
Laman Library, North Little Rock, AR**

- I. **Call to Order** – President Crystal Gates called the meeting to order at 10:04 AM.
- II. **Roll Call & Minutes** – The attendance sheet was circulated. Approval of the minutes for the September 27, 2019 Executive Board meeting was postponed until the next board meeting.
- III. **President’s Report** – Crystal Gates announced that all open Committee Chair positions have been filled as of this meeting. Discussion followed concerning the role of Vice-President. Traditionally, the VP has served as both the Conference and Membership committee chair. The recommendation was made to transfer the Membership chair responsibility to an appointee. A motion was made by Ron Russ and, after being seconded, was approved without dissent. Dean Covington will serve as the appointed Membership committee chair.

President Gates announced that the changes to the Bylaws of the organization have passed. The Bylaws committee will now begin working on the necessary bylaws and policy manual changes.

- IV. **Budget** – Lynn Valetutti distributed the 2020 proposed budget (attached). The Edward Jones account has been transferred to a local agent in Hot Springs. The money has been put into a money market account. Lynn proposed adding the accounting module to our current Wild Apricot subscription which accounts for the increase in the website expenses in 2020.

Budget lines for the publication of the Arkansas Libraries journal were initially empty in the 2020 budget. The board considered whether the journal should remain a print publication or go exclusively online. After debating the benefits of both mediums, a motion was made by Jill Heard, seconded by Britt Murphy, deciding that the journal would be issued twice a year with Spring/Summer and Fall/Winter print/digital versions. A special conference issue will be released digitally. Consequently, it was decided to allocate \$2500 for typesetting and \$5000 for other journal expenses in the 2020 budget.

The proposed budget was approved following a motion made by Britt Murphy. Following the approval, Lynn Valetutti made a motion to transfer \$10,000 to Edward Jones in order to pay back the scholarship fund. This was seconded by Rebecka Virden and was approved without dissent.

A brief conversation followed concerning the difference in the conference expenses compared to 2018, noting that the 2019 expenses were significantly lower.

**ALA Councilor’s Report** – ALA Councilor Lacy Wolfe has registered for ALA Midwinter in Philadelphia, January 24-28. She has forwarded several communications from ALA to the ArLA listserv. And she also wrote an article for *Arkansas Libraries* concerning the recent recommendations for the ALA restructure.

## V. **Committee Reports**

Awards – The Awards committee has been assembled and the budget request has been submitted (noted on attached proposed budget).

Bylaws – Janice Weddle reported that the committee has been assembled and will begin regular virtual meetings in January. The committee will begin working on the manual and incorporating the information from the recent passage of the updated Bylaws.

Conference – Philip Shackelford reported that the conference committee will begin regular meetings soon. The proposed budget has been submitted (attached). The line for Awards will be removed as that is in the proposed 2020 budget for the association. A motion was made by Autumn Mortenson to approve the budget, seconded by Mindy Farley and approved.

The proposed vendor fees were also discussed. After discussion, it was decided that a meal plan for vendors should be built into the final costs. A motion to approve the proposed vendor fees with amendments made to include a meal plan was made by Carol Coffey, seconded by Rebecka Virden and approved.

Emerging Leader – ALA has announced their class of 2020 Emerging Leaders. The association is sponsoring Tonya Ryals, but there are actually two Arkansans in this class. Nathalie DeFelice is being sponsored by REFORMA. The committee for the next selection process has been assembled.

Future Conference – David Eckert submitted a report stating that he has received initial information from the convention center in Jonesboro. They will not charge for the facility but want a guarantee of \$24,000 to be spent on food. There would be separate charges for AV and equipment. Following the reading of the report, Lynn Valetutti made a motion to pursue Ft. Smith for the 2021 conference, rather than Jonesboro. The motion was passed.

Intellectual Freedom – No report.

Legislative – No report.

Marketing – Committee member, Philip Shackelford sent out press releases regarding the ArLA 2019 Award Winners. Susie (chair) confirmed serving on the 2020 Conference Committee and is in the process of confirming other members for this specific aspect of the Marketing Committee.

Membership – Philip Shackelford will be passing all of his materials to Dean Covington.

Nominating – Committee is being assembled

Scholarship – Chance Griebel will serve as chair of the committee.

Strategic Plan – a report is forthcoming at the February meeting.

Web Services – Ron Russ reported that Lynn Valetutti and Janice Weddle have agreed to serve on the committee. The board website, unit pages, and executive board listserv have all been updated

to reflect newly elected chairs. Please check the website to make sure everything is current. Web Services made a budget request of \$50 for the renewal of the domains, which is reflected in the proposed 2020 budget.

ArASL – The report submitted by Rachel Shankles was read by secretary Jessica Riedmueller in Rachel’s absence: “I plan to work on getting ARASL in as a cosponsor of the UCA Media and Literacy Conf for this summer in Conway. I received info from Ron Russ on finding our list of ARLA members.”

ALPS – Becky Fischer reports that ALPS is currently restructuring their regional representatives in order to streamline the group. Becky also reported that past-Chair Simone Kirk was awarded the Lorrie Shuff Paraprofessional award at the last annual conference.

CULD – No report.

Public Libraries – Carol Coffey will serve as chair.

RISD – Janice Weddle reported that RISD is planning another Reference Exchange day in May 2020, and that they are working on the introduction for an Arkansas reference and instruction listserv.

RTSD – Autumn Mortenson reported that RTSD is gauging interest for the group to become a Community of Interest when the new Bylaws take effect. There is discussion of restructuring the group to include other areas such as digital services and OER.

Two-Year Colleges – Ron Russ will serve as Chair. They plan to apply to become a Community of Interest and are discussing ideas for professional development.

Youth Services – No report.

## **VI. Business Items**

- a. Scheduling of Committee Meetings – President Gates asked that committee, round table, and division chairs let her and Vice-President Philip Shackelford know of any scheduled meetings.
- b. Board Approval of Chair Elections – The board approved a motion made by Britt Murphy, seconded by Autumn Mortenson, to approve the elected committee, round table and division chairs.

**VII. Announcements** – The next meeting will be held February 14, 2020 at the Laman Library at 10:00 AM.

**VIII. Adjournment** – Motion to adjourn made by Lynn Valetutti; meeting adjourned at 11:29 AM.

Respectfully submitted,

Jessica Riedmueller



## December 6, 2019 Executive Board Meeting

Name/Role	SIGNATURE
Crystal Gates/President	<i>Crystal Gates</i>
Jill Lana Heard/Past President	<i>Jill Lana Heard</i>
Lynn Valetutti/Treasurer	<i>Lynn Valetutti</i>
Philip Shackelford/ President Elect	<i>Philip Shackelford</i>
Lacy Wolfe/ALA Councilor	<i>Lacy Wolfe</i>
Jessica Riedmueller / Secretary	<i>Jessica Riedmueller</i>
Rachel Shankles/ArASL	
Kristen Cooke/College and Universities	
Allie Stevens /Reference Service	
Autumn Mortenson/Resource and Technology Services	<i>Autumn A. Mortenson</i>
Becky Fischer/ALPS	<i>Becky Fischer</i>
Carol Coffey/ Public Libraries	<i>Carol Coffey</i>
Brenda Breezeel /Digital Services	
Ron Russ/Two Year Colleges	<i>Ron Russ</i>
Mindy Farley/Awards	<i>Mindy Farley</i>
Rebecka Virden/Emerging Leader	<i>Rebecka Virden</i>
Ruth Hyatt/Youth Services	
Susie Kirk/Marketing and Public Relations	<i>SUSIE KIRK</i>
Philip Shackelford/Conference	

membership committee → *1 Dean Conway for*

Shenise McGhee/Intellectual Freedom	<i>Shenise McGhee</i>
Ron Russ/Web Services	<i>Ron Russ</i>
Janice Weddle/ByLaws	<i>Janice Weddle</i>
Lavoris Martin/Legislative	<i>Lavoris Martin</i>
Carol Coffey/Scholarship	
*Britt Anne Murphy/Managing Editor	<i>Britt Anne Murphy</i>
<del>Brent Nelson/Copy Editor (Non-voting)</del>	
Heather Hays/Associate Editor	
Emily Rozario/SELA Representative	<i>Emily Rozario</i>

remove →

*Dan Boice / Strategic Planning*  
*Chance Griebel / Scholarship*

*Dan Boice*