



Arkansas Library Association

**Arkansas Library Association
Board Meeting
Friday, February 8, 2019, 10:05 AM
Laman Library, North Little Rock, AR**

MINUTES

- I. **Call to Order-** Jil' Lana Heard called the meeting to order at 10:05am.
- II. **Roll Call & Minutes-** The attendance sign in sheet was circulated for this meeting. Susie Kirk made the motion to accept the minutes as amended from the December 7, 2018 meeting and Jessica Riedmueller seconded it. Courtney Fitzgerald, Heather Hays, and Philip Shackelford attended the meeting remotely.
- III. **Special Presentation-** Ted Wagon from Wagon Strategies gave a presentation on his organization's ability to assist and guide ArLA's member communication in order to strengthen public awareness and support. They would develop a core set of messages to disseminate to libraries and the public after an information gathering phase.
- IV. **Budget and Account Update** – Lynn Valetutti disclosed that there was \$35, 663.32 in the checking account, \$4,632.06 in the PayPal's, and \$25,000.00 in Edward Jones. The P& L statement revealed that for January 2019 we lost -\$5,140.38 compared to last January 2018 -\$6.54. The motion to approve the financial report was made by Ron Russ and seconded by Britt Murphy.
- V. **ALA Councilor's Report** –Lacy Wolfe was unable to attend. Lacy attended ALA Mid-Winter in Seattle. Her full report will be in the next newsletter. Jill shared the information that Lacy provided. It highlighted April Hathcok's post, inside Higher Education, a past member of Council compiling statements form ALA, and Robin D'Angela, ALA's Program Speaker. Lacy urges everyone to attend the ALA Annual conference in Washington, D.C. June 20-25, 2019. Anyone attending Annual and would like to attend the membership meeting or a Council Session with her, please contact her.
- VI. **Committee Reports**

Legislative- Courtney reported that she is monitoring the proposed APERS bill change along with HB1292 which defines millage on ballots and property tax calculation, and HB1162 which amends Arkansas Procurement Law contracts. Jessica Riedmueller suggested that we monitor SB118 which eliminates free speech zones on college campuses.

ALPS-Dalene Schrier announced that Infobits will be on May 17, 2019 at Garland County Library. They are accepting proposals. Dominos is sponsoring dinner. There will be a networking event on May 16, 2109, the night before the program.

CULD- Autumn Mortenson announced that the Spring ARKLink/CULD will be on April 5, 2019 at UAFS.

Resources and Technology- Brian George did not have anything to report.

Digital- no report

Bylaws- Becky did not have anything to report.

Conference Committee- Crystal announced that the committee members were selected. In addition, she has been speaking with the SELA President. Attendance numbers were discussed.

Emerging Leaders- Rebecka shared that the following librarians will be participating on the committee: Nicole Stroud, Lacy Wolf, and Jennifer Chilcoat. 2019 applications will be open for submission in June.

Marketing – Susie worked with the 2019 Marketing committee to promote the opening of session proposals through social media for the annual conference.

Membership Nominating- Crystal requested a report of expired memberships. It included members with pending dues not just lapsed memberships.

Scholarship- Carol identified her committee members: Becky Fisher, Amy McGohan, Katie Jones, and Kristen Cooke. There will be one \$1500.00 scholarship awarded this year.

Web Services- Ron announced that Lynn Valetutti will be his backup on the website.

VII. Items of Business

- a. Scholarship-Carol Coffey presented a draft for the ArLA Annual Scholarship Statement of Policy. It was determined that the terminology “recipient must be legal resident of Arkansas” would be removed since the policy states that the recipient must work within a library within the State. John McGraw made a motion to remove the language and Dalene Schrier seconded it. The policy was accepted as amended by a motion made by Jessica Riedmueller and seconded by John McGraw.
- b. Conference-Crystal presented the conference rates: Preconference on 9/27/19 was \$50.00, early bird \$275.00 with payment by 8/27/19, on site \$300.00, one day attendance \$175.00, and non-members an additional \$25.00. It was decided that the non-member fee should be an additional \$50.00 not \$25.00. Britt Murphy made a motion to approve it and Rebecka Virden seconded it. Vendor exhibit rates were proposed as: non-profit \$325.00 and library vendors \$ 420.00. An additional \$250.00 will be charged for late fees. Daniel Fouts made a motion to approve the rates and Ron Russ seconded it. The tentative session schedule will be added to Dropbox. The CALS sponsored author event with Susan Orlean is Saturday evening at 6:00pm. We will be live streaming the event at the conference. Crystal approached a vendor about providing food during the streaming to ensure that people stay and attend since it is during the dinner hour.
- c. Wild Apricot– Ron and Jill reviewed all the functionalities of Wild Apricot, the software subscription that Prime utilizes to manage our organization and website. We have administrative rights on the account and can operate ArLA using Wild Apricot without Prime.
- d. Prime Management- Lynn gave an overview of the current situation of our organization. We are currently operating utilizing scholarship money. There should be \$56,000.00 extra in the checking account that is designated scholarship money. The board discussed the inadequacies with Prime and the financial impact that their services have on our organization. There is not adequate money to cover the 2019 budget.

The following motions were made and approved by the board:

1) The Prime Management contract will not be renewed in March. Britt Murphy made a motion to terminate their services on March 31, 2019 and Becky Fisher seconded it.

2) An AD HOC Committee will be formed to identify and manage the organization. Britt Murphy made a motion and Jessica Riedmueller seconded it. The following individuals volunteered for the committee: Lynn Valetutti, Becky Fisher, Carol Coffey, Britt Murphy, Jessica Riedmueller, Rebecka Virden, John McGraw, Dalene Schrier, Autumn Mortenson, and Ron Russ. The AD HOC Committee will meet on Friday, February 15, 2019 at 2:00pm via Zoom.

3) Open a checking account- Lynn would use the lunch money collected to open a new free checking account at Arvest Bank. Currently, we pay over \$850.00 for our Region's checking account. Dalene Schrier made a motion to approve it and Carol Coffey seconded it.

4) Post Office- Lynn will open a local PO Box for ArLA. Ron Russ made a motion to approve it and Autumn Mortenson seconded it.

5) Quick Books-Lynn will purchase Quick Books software to load on to her computer so we can transfer the financials from Prime Management. Rebecka Virden made a motion to approve it and Britt Murphy seconded it.

There was discussion regarding updating our operating manual to reflect the management changes. Judy Calhoun will be contacted to get a copy of ARSL governing documents to use for reference since they self-manage.

It was determined that the Executive Board needs to meet immediately following the AD HOC Committee meeting. There will be a Special Executive Board meeting is scheduled for Saturday, February 23, 2019 at 11:00 am at Laman Library. Zoom will be available.

e. Strategic Plan – Dan Boice will be contacted to schedule a Strategic Planning meeting in April.

VIII. Announcements –

The April Executive Board meeting date was changed from April 5, 2019 to April 19, 2019 at 10:00 am at Laman Library.

IX. Adjournment – Susie Kirk made a motion to end the meeting and Dalene Schrier seconded it.

Respectfully submitted,

Lynn Valetutti