

Arkansas Library Association
Annual Membership Meeting
Monday, September 24, 2018
Rogers Embassy Suites

- I. **Call to Order** – President Dean Covington called meeting to order at 5:05 pm.
- II. **Roll Call & Minutes** – Lynn distributed the minutes from the November 25, 2017 meeting for review. Jennifer Chilcoat motioned to approve the minutes and Johnice Dominick seconded them. The attendance sheet was circulated for signatures.
- III. **Budget** – Lynn Valetutti divulged that the P&L statement from August 31, 2018, reflected a \$4,000.00 increase in comparison with August 2017. This is attributed to the influx of conference revenue. The Regions Bank checking account has a current balance of \$ 51,246.00 and PayPal’s account has \$49,768.91. There is still a \$25,000.00 CD with Edward Jones that just rolled over for another six months. The P&L was circulated upon request. Crystal Gates made a motion to approve the budget and Britt Murphy seconded it.
- IV. **ALA Councilor Report** – Lacy Wolfe submitted her report in Dropbox. Additionally, she reiterated the information that she shared at the Executive Board meeting regarding ALA. They reverted back to the Library Bill of Rights from 1991 since the new bill passed at the annual conference was redacted. She reminded us that the ALA mid-winter meeting is January 25-29, 2019, in Seattle, Washington.
- V. **President’s Report**

President Dean Covington highlighted the three major successes during his term as president. First, the Strategic Committee was organized and a three plan developed. Second, ArLA rejoined SELA and will be co-hosting the annual conference with them in Hot Springs 2019. Lastly, the Logistics Task Force was appointed to examine our management company and possible options that would work best for the organization. Judy Calhoun will steer the committee and the members are: Debbie Hall, Dwain Gordon, Lauren Robertson, Amy McGowan, and John McGraw.
- VI. **Old Business**
- VII. **New Business**
 - a. Strategic Plan- Dan Boice gave an overview of the proposed Strategic three-year plan for the ArLA organization. Dan Boice made a motion to approve it and Amy McGohan seconded it.
 - b. David Eckert announce the 2018-2019 election results: Crystal Gates –President elect, Lynn Valetutti- Secretary/Treasurer, and Lacy Wolfe – ALA Counselor.
 - c. David Eckert announced that Crystal Gates will chair the 2019 Conference along with Richard Theilig. It was discussed at the Executive Board meeting that the conference chair duty would be assigned to the President-elect going forward.

d. Logistics Task Force- Judy Calhoun will be the chair of this task force. Their charge is to evaluate our current management company and examine other opportunities that would be best for the organization. Committee members are: Debbie Hall, Dwain Gordon, Lauren Robertson, Amy McGohan, and John McGraw.

Division – Reports are listed in alphabetical order with new chairs and appointments listed below.

ArASL

No report. No new chair elected

ALPS-Simone Kirk submitted a written report. Dalene Schrier will be new incoming chair.

Report:

It was a year filled with changes for the ALPS division. In 2018, the first shift in plans for the ALPS division manifested in moving InfoBits into the month of May. In past years, the free training day for Paraprofessionals was always held in November. As part of the process of revamping the division, and due to the combined annual conference plans with ArLA, the ALPS Board decided to strive for higher attendance numbers and reach more Paraprofessionals with InfoBits. It proved to be a win-win decision to offer ALPS members a training opportunity in spring, scheduled when academic libraries slow down after finals, and public libraries haven't started summer reading activities yet: Attendance at this year's InfoBits more than doubled. A total of 45 Paraprofessionals took advantage of the free training at the Garland County Library on May 18, and the response from ALPS members has been unanimously positive. The ALPS division also changed the format of InfoBits: In the past, several general sessions focusing on a particular topic were scheduled. The new format offered a conference-inspired set-up, including several breakout sessions after a general starter session. One of the ALPS Board's goal for 2018 was to strengthen its connection with its members. This was accomplished by increasing correspondence between the board and its members via a revived ALPS Member list/group. The ALPS board strived for more transparency and received positive feedback from its members on a job well done. Combined conference plans with ArLA proved to be unproblematic in terms of the organizational process for ALPS. It will be up to the ALPS group to evaluate the conference results and discuss future conference planning with ArLA.

Colleges and Universities- Autumn Mortenson new chair.

Report:

Goals for the coming year:

- Focus on the ACRL Framework
- Increase participation and reach to members

Activities for the past year:

- Held a joint spring meeting with ARKLink at Arkansas Tech
- Determined officer structure and responsibilities outside of the requirements specified in the ArLA Policy Manual and Bylaws
- Chair attended ArLA board meetings as voting member

- *Contributed two baskets to the Basket Auction at the ArLA Conference*

On-going projects:

- *Creation of a local knowledge base for the ACRL Framework and its implementation in our institutional contexts*

Suggestions for the coming year (goals, activities, and budget):

- *No budget needed*

Officers for the coming year:

- *Chair: Autumn Mortenson, Ouachita Baptist University*
- *Vice Chair: Kristen Cooke, University of Arkansas at Little Rock*
- *Secretary: Tamela Smith, University of Central Arkansas*

Public Libraries- John McGraw re-elected chair.

Reference & Instruction Services- Jessica Riedmueller elected chair.

Jessica Riedmueller submitted written report via Dropbox.

Resources & Technical Services- Brian George elected chair.

Report:

Division, Round Table, Committee: Resources and Technical Services Committee

Goals for the coming year:

- *Update membership list*
- *Increase membership and participation*

Activities for the past year:

- *A new listserv was created and implemented*
- *Held a Webinar Discussion Forum with open invitation to division. 3 attendees participated (chair, vice chair, and secretary). Nevertheless, great discussion!*
- *Chair attended ArLA board meetings as voting member*
- *Contributed a basket to the Basket Auction at the ArLA Conference*

On-going projects:

- *None*

Suggestions for the coming year (goals, activities, and budget):

- *No budget needed*

Officers for the coming year:

- *Chair: Brian George, Henderson State University*
- *Vice Chair: Autumn Mortenson, Ouachita Baptist University*
- *Secretary: TBD*

Special Libraries- Submitted by Joanna Delavan
Report

Division/Roundtable/Committee:
Special Libraries Division

Goals for the coming year:
Decide what to do with this small division

Activities for the past year:
No activities

On-going projects
No projects

Suggestions for the coming year (goals, activities, and budget):
Consider combining with Academic Libraries to become Special and Academic Libraries Division.
No budget needed.
Officers for the coming year:

Round Table

Digital Services- Matthew Windsor was absent. Report was generated at conference
Report: Carol Hanan stepped in to lead the meeting when the chair did not make plans for his absence. Autumn Mortenson took will submit for Ron Russ for the webpage. Brenda Breezle was elected chair. Brenda will create a Google group to serve as out Listserv. She will send invites to all membership. The group will discuss ideas for restructuring the unconference. A Policies and Procedures Manual will be created and posted on the webpage.

Two-Year Colleges

Philip Shackelford submitted report. Report was generated at conference and submitted.
Report:

The Round Table was LISTSERV was restarted in order to recruit additional members and provide a venue for better and additional communication. The virtual meeting via zoom was a valuable meeting and served as a brainstorming session and discussion of varies current topics for two year colleges. Ron Russ was elected chair and Philip Shackelford Vice-Chair from the absence of any other volunteers. Virtual meeting planned for January 2019.

Youth Services

Committee

Awards
Judy Calhoun submitted report.
Report:

Contacted last year's committee members concerning their continuation on the Award Committee. All agreed to continue their service to this committee. Sent the award committee information to the association president and webmaster. Updated the Awards committee timeline and the committee procedures. Sent welcome letter to the committee with the timeline, procedures and award criteria information for their perusal.

Sent the Awards Guidelines and Criteria document and the Awards Nomination Form to Ron Russ for inclusion on the website. Sent out "Call For Nominations" on the Ark-Lib list-serv. Emailed the Nomination information to ALPS, AAIM, CULD, and the Resources and Technical Services contacts for them to share with their members. Forced granddaughter to help with decorations for Awards banquet.

Nominations were received and ballots were sent to the committee. Votes of the committee members were tallied, and Winners and presenters were notified. Press release created. Awards Dinner Program was designed and sent to printer and the award plaques were ordered.

Suggestions for the coming year (goals, activities, and budget):

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Going forward with the intention of becoming a smaller board, Awards could become a sub-committee of conference

- *Awards needs a permanent line item in the budget. It should not have to be requested every year.*

- *The criteria for some awards needs to re-visited.*

2018 Committee:

*Teresa Inman
Instructional Technology Coordinator
Paris High School*

*John McGraw
Director
Faulkner County Library System*

*Tina Murdock
Assistant Director
Torreyson Library
University of Central Arkansas*

*Jennifer Ballard
Director of Library Services and Lifelong Learning
Arkansas State University-Newport*

*Philip C. Shackelford
Library Director
South Arkansas Community College*

Arkansas Libraries Managing Editors

Bylaws

Lauren Robertson- Report *submitted via Dropbox*.

Conference

Daniel gave an overview of the conference in which we had 262 attendees. He announced that there would be a \$30,000.00 profit and he was corrected by the secretary. Upon review of documentation in Dropbox, there were costs that were not captured in his estimation

Emerging Leader

Future Conference Site

The conference is booked at Embassy Suites in Hot Springs, AR September 2019.

Intellectual Freedom

Legislative Committee

Marketing

Suzie Kirk gave an update on the social media activities promoting the conference. She requested assistance with marketing efforts and would like to implement a six-month advertising campaign for the 2019 conference six months before the event.

Membership/New Members

No report

Public Relations

Scholarship/Leaf

Ashley Burriss announced that there were 43 baskets raffled at the conference and it made \$1,555. The money will be divided between the Leaf and Scholarship funds. There was \$1,500 awarded this year in scholarship. Carol Coffey volunteered to rewrite scholarship guidelines.

Web Services

Ron Russ shared the new functions of Wild Apricot that hosts our website. In addition, the renewal cost will be approximately \$144.00 per month.

VIII. Items of Business

IX. Announcements-

X. Adjournment

New President Heard adjourned meeting.

Respectfully Submitted,

Lynn Valetutti

Officers

President: Jil'Lana Heard
Secretary/Treasurer: Lynn Valetutti
President-Elect: Crystal Gates
Past-President: Dean Covington

Division Chairs

ArASL Chair: Daniel Foutts
ALPS Chair: Dalene Schrier
College & University Chair: Autumn Mortenson
Public Libraries & Trustees Chair: John McGraw
Resource & Technical Services Chair: Brian George
Reference Services Chair: Jessica Riedmueller

Round Table Chairs

Digital Services Chair: Brenda Breezle
Two-Year Colleges Chair: Ron Russ
Youth Services Chair:

Committee Chairs

Awards Chair:

Bylaws Chair:

Conference Chair: Crystal Gates
Emerging Leader Chair: Rebecka Virden
Intellectual Freedom:
Legislative Chair:
Membership/New Members: Crystal Gates

Nominating: Dean Covington
Public Relations Chair: Susie Kirk
Scholarships/LEAF Chair:
Arkansas Libraries Managing Editor: Britt Anne Murphy

Web Services Chair: Ron Russ