

NLA Board Meeting Minutes
September 21, 2018
12pm -- 4pm
Bess Johnson Elkhorn Branch of OPL

In Attendance: Becky Baker, Andrew Cano, Scott Childers, Micki Dietrich, Devra Dragos, Christine Egger, Matt Kovar, Angela Kroeger, Tim Lentz, Rebecca McCorkindale, Cally O'Brien, Euem Osmera, Joe Pittman, Amy Wenzl, Ginger Jelinek (guest), Mollie Montgomery (virtual guest)

I. Welcome & Introductions

- A. The group welcomed Ginger Jelinek and Mollie Montgomery (by phone) from Creative Association Management (CAM) who have been instrumental in preparing for the 2018 NLA Conference and will continue to work with the board going forward.

II. Call to Order - Andrew Cano 12:13pm

A. Announcements

1. Conference program update

- a) Rebecca shared program updates and timelines. With the exception of 1 program, all presenters and panelists have been confirmed.

2. [Conference update](#)

a) Registration update

- (1) There is a vendor who has a conflict in their schedule and who cannot stay through Saturday. He would either need to leave early or wants a refund. In the past, there has been a penalty the following year of vendors not being able to register under the early bird rate if they leave early, but that is not possible with the joint 2019 ILA conference. The board supported Joe's decision to allow this without a penalty this year.
- (2) The board had previously discussed that NLA may take a loss on this conference due to lower registration and vendor numbers as well as the high cost of the Cornhusker facility and catering. With food alone, we were looking at a potential 20,000 deficit for conference. The board gave recommendations on some catering cuts we could make while still providing ample refreshments. CAM staff too notes to discuss with the Cornhusker staff. With the costs and discussion, we are now looking at breaking even.

b) Breakfast room assignments

- (1) The board reviewed the breakfast room assignments. All the groups will be in the grand ballroom with a central continental breakfast and the room divided with wall partitions and set up with banquet round tables. Saturday, one group will have to be in a separate room.

c) Special Event logistics

- (1) The keynote speakers will be getting Nebraska themed thank you presents. There will be a conference app again this year.

3. Approval of the Agenda and Consent Agenda

- a) Motion to approve the Agenda and Consent Agenda with the exception of D.9 which is being pulled for discussion in new business, time permitting: Cano.
Second: Kroeger. Vote: Motion Carried.

B. Secretary's Report

1. Motion to approve the June 15, 2018 NLA board meeting minutes: Kroeger. Second: McCorkindale. Vote: Motion Carried.

C. [Treasurer's Report](#)

1. All of the S&RTs have their allocations up to this date, and all chairs have received their current financial reports if Matt is also acting as their treasurer.

III. Old Business

IV. New Business

A. Legacy Fund Transfer of Funds Approval (Matt Kovar -- 5 minutes)

1. After discussion, Motion to allow \$1000 from the Legacy Fund to be given to the TXLA Disaster Relief Fund in lieu of a speaker fee for Dr. Ling hwey Jeng: Baker. Second: Kroeger. Vote: Motion Carried.
 - a) There will be future discussion regarding the position of Legacy Fund Coordinator and the delegation of Legacy Funds to determine if the entire board needs to approve each Legacy Fund expenditure or there is another process that make work better.

B. [Handbook Revision](#)

1. After discussion and some initial revisions, Motion that Devra Dragos, Becky Baker, Scott Childers, Angela Kroeger, and Michael Straatman (with input from Micki Dietrich on ALA related matters) form an ad hoc committee to help Christine Egger with the handbook update before the December 2018 meeting: Baker. Second: Wenzl. Vote: Motion Carried.
 - a) During the discussion, the topic of using organizational group emails for sections and roundtable business rather than personal email accounts was brought up and it was determined that this would need to be discussed and a policy created at a future meeting.

C. Contract Discussion [**Closed Session**]

1. Motion to move into closed session for the purposes of discussing the Internet Site Coordinator and Executive Director contracts at 3:10pm: Cano. Second: Lentz. Vote: Motion Carried Unanimously.
2. Motion to adjourn the closed session at 3:53pm: Cano. Second: McCorkindale. Vote: Motion Carried Unanimously.

D. New Website

1. Content
 - a) Part of the content migration process includes making sure we are making the web pages and content ada compliant. Rebecca worked on updating the NLA logo to make it more ADA accessible, as various shades of yellow present problems with accessibility software, and presented several options to the board.
 - (1) After discussion, motion to approve the third option "NLA Refresh Access 3.jpg" as the new association logo: Baker. Second: Cano. Vote: Motion Carried.
2. Domain - Skipped for lack of time
3. Email Addresses - Skipped for lack of time

E. [2019 Conference Logistics and Promotion](#)

1. Registration rates are going to be significantly higher for this conference than previous NLA conferences. Full rates are listed in the linked report above.
2. Round Table Breakfast Meetings - Skipped for lack of time, but options are listed in the reports.
3. Call For Proposals

- a) Preconference Workshops
 - (1) These are not part of the blind submission process because the Iowa Library Association (ILA) considers pre-conference workshops separately. That submission process will be discussed more at a later date.
- b) Concurrent Programs
 - (1) The call for proposals will happen almost immediately after the 2018 NLA conference ends. There will be 77 concurrent programs.
 - (2) The board must get information about the process out by mid to late October because the call for proposals will begin in November and end in January.
- 4. Logo/Theme
 - a) The conference logo will be revealed at the 2018 Conference.
- 5. Role of Professional Development Committee in Program Selection
 - a) The submission process is blind, so no one can be guaranteed a session. Proposal descriptions will be critical. Before the selection committee sees program descriptions, personally identifying remarks will be removed by an intermediary. There will be an FAQ document available, hosted on the conference site, that will assist presenters with how to write a quality session description in a way that allows the description to stand on its own without those personally identifying remarks during the selection process.
 - b) The only possible exception is that Nebraska Library Commission could agree to host a joint summer reading presentation with their Iowa counterpart. ILA has agreed to this possibility but are waiting to hear back from Sally Snyder at the NLC.
 - c) It is not yet determined how we will handle Notable Books.
- 6. NLA and NSLA business meetings will not have meals attached to them. Section meetings have a block scheduled. Round table meetings may be post-conference, after the closing luncheon. (Exact details not yet set.)

F. [Conference Business Meeting Logistics](#)

- 1. Lunch lasts from 12:00-1:45pm. The first 20 minutes is saved to allow people to get their food and eat. This will be followed by a very fast meeting (deviating from previous business meeting format), then a brief announcement of 2019 conference details, then the awards ceremony, then the gavel handoff to the incoming president.
 - a) The intention of this format is to give more time to award winners, to let them shine. Members can read the reports prior to the meeting time instead of wasting face-to-face time. The board will send the annual report and other information to members before conference and give people a chance to submit questions before conference.

V. Consent Agenda Items

A. General Reports

- 1. AFCON Representative (Katie Schroder)
- 2. [ALA Councillor](#) (Mickie Dietrich)
- 3. MPLA Councillor (Jake Rundle)
- 4. NSLA Representative (Courtney Pentland)

B. Section Reports

- 1. [C&U](#) (Anne Heimann)
- 2. PARA (Martha Ruff)
- 3. [PLTS](#) (Becky Baker)

4. SCYP (Jill Annis)
 5. S&I (Scott Childers)
- C. Round Table Reports
1. IF (Tim Lentz)
 2. ITART (Scott Childers)
 3. NMRT (Terri Rickel)
 4. TSRT (Euem Osmera)
- D. Committee Reports
1. Advocacy (Joe Pittman)
 2. Auditing (Devra Dragos)
 3. Bylaws and Handbook (Christine Egger)
 4. [Communications](#) (Kathryn Kelley)
 5. Diversity (Anneka Ramirez)
 6. [Elections](#) (Angela Kroeger)
 7. [Finance](#) (Angela Kroeger)
 8. Professional Development (Rebecca McCorkindale)
 9. [Scholarship and Awards](#) (Harriet Wintermute)

Meeting adjourned at 4:36pm by Andrew Cano.