

# Nebraska Library Association

## Board of Directors Meeting

### Agenda

Date/Time of Meeting: Thursday, September 12th at 1:30 p.m.

Online: [Zoom Link](#)

Present: Tammi Thiem, Kelly Warehime, Nancy Novotny, Michael Straatmann, Deb Robertson, Lisa Mount, Amy Dissmeyer, Monica Tidyman, Wyatt Packard, Holli Duggan, Lane Gibson, Brenda Ealey, Joyce Melvin, Hannah Wilkes, Lacey Partlow, Shelby Janke

#### A. Call to Order

1. Call for Consent Agenda Items
2. Approval of the agenda - approved by consensus
3. Approval of minutes from [August 8, 2024 board meeting](#)
4. [Treasurer's Report](#)
  - a. [2024-8 Treasurer Report Summary](#)
  - b. [Proposed 2025 Budget](#)
    - i. Job description for Administrative Assistant needed.
    - ii. Group to put together. - Nancy, Wyatt, Michael, Lacey, Tammi, \*Ask Shelby
    - iii. Ginger's original job description is on the flash drive. Starting there.
    - iv. Will work on putting together after Conference

#### B. New Business

1. Executive Committee Update/meeting recap
  - a. Met on 9/9/24 at 11am.
2. Advocacy Committee - Deb Robertson/Amy Dissmeyer
  - a. Recommendation for [2025 Legislative Agenda](#).
    - i. Will work with Communications to have a handout for Conference.
  - b. Recommendation that NLA award Senator Conrad a "SUPER" advocate award.
    - i. NLA expense, not any chapter
3. [Changes to the NLA Bylaws](#) - Wyatt Packard
4. [Nominations](#) - Holli Duggan

#### C. Old Business

1. 2024 Conference Planning Updates
  - a. Presenters pay for Conference?
    - i. Rod Wagner asking - as long as they are only coming to present and not attend
  - b. Vendor asking about attending sessions for free. Yes, that's fine.
  - c. As of 9/12 = 180 registered (need 70 more to hit 250 goal)
  - d. [Schedule](#) has been posted
  - e. [Need Board Members to introduce speakers/presenters](#) - Please sign up!
  - f. Printed schedule - paper schedule will be available, also listing vendors, etc.
    - i. Morris Press in Kearney
  - g. Printed signs for each vendor - site might do it
  - h. NLA Executive Director Responsibilities:
    - i. Annual Conference Responsibilities (Leftover list from Ginger):
      1. Registration -- **Lane**

2. Exhibitor solicitation/recruitment/coordination -- **Nancy**
3. Sponsorship solicitation/recruitment/coordination -- **Nancy**
4. Coordinating speaker and programming logistics including but not limited to: speaker contracts, travel arrangements, speaker gifts and reimbursements -- **Lane**
5. Coordinating all other logistics related to the conference -- **Lane**
6. Main point of contact with the host facility to ensure meal counts, hotel counts are submitted and all other logistics are taken care of for the conference -- **Michael**
7. Review and update conference planning manual as needed -- \*Ask Long Term Conference Planning Committee (**LTCPC**)
8. Work with host facility on contracts/bids, etc as needed -- **Michael?**
9. Develop conference program -- \*Ask **LTCPC**
10. Develop conference script and assign/recruit board members for each duty -- Opening/Closing Remarks. Board members introduce sessions - \***Lane** making a signup sheet
11. Develop and facilitate conference evaluation -- **Nancy** will check Ginger's flashdrive. **Lane** - QR codes in each room, plus separate form for conference as a whole.
12. Plan and coordinate annual meeting -- President gives overview of how things went the past year; Treasurer gives Treasurer's Report; GSA Awards announced?; Strategic Planning Committee speak; Election results announced?
13. Signs printed for Vendors so they know where to go
14. Meeting with the LTCPC group to make sure everything is set up and ready to go. - **Lane** will set up.
15. Slideshow for annual meeting, put together agenda - **Kelly**
16. Lobbyist doing review? - \*Ask **Deb**
17. [Conference Manual](#)

2. 2025 Conference
3. Continued transition discussion
4. Strategic Plan
  - a. [Approved Copy](#)
  - b. [Presentation by Wyatt](#)
5. Have the 2025 Budget Draft ready for the next meeting.
  - a. Budget will be voted on in December meeting.

## **CONSENT AGENDA**

### D. General Reports

1. MPLA Representative - Michael Straatmann
2. AFCON Representative - Wyatt Packard
3. ALA Councilor - Amy Dissmeyer
4. Affiliate and Associate Reports
  - a. NSLA
  - b. NLC

5. Lobbyist - Andy Pollock

E. Section Reports

1. College & University – Cali Biaggi
2. [Public Library & Trustee](#) – Monica Tidyman
3. School, Children's & Young People – OPEN

F. Round Table Reports

1. Intellectual Freedom – Cal Harman
2. New Member Round Table – Lacey Partlow
3. Technical Services Round Table – Joyce Melvin

G. Interest Group Reports

1. [Tiny & Mighty](#) - Joy Kyhn
2. Information Technology and Access - OPEN
3. Diversity – Lane Gibson

H. Standing Committee Reports

1. [Advocacy](#) – Deb Robertson
2. Auditing – Amy Dissmeyer
3. By-Laws & Handbook – Lane Gibson
4. Communications – Shelby Brodersen
5. Professional Development – Lane Gibson
6. Finance – Holli Duggan
7. Elections – Holli Duggan
8. [Scholarship & Awards](#) – Lisa Mount
9. Golden Sower - Samantha Rundle

I. Adjournment at 2:27pm