

WASHINGTON LIBRARY ASSOCIATION
Board Meeting - Vancouver, WA
April 16, 2008

Reported by Nancy Slote, Secretary

Attending:

Jonathan Betz-Zall, Highline and Shoreline Comm. Colleges, ALA Chapter Councilor
Katie Cargill, Eastern Washington Univ., PNLA Representative
Sally Chilson, Spokane Public Library, 2009 Conference Chair
Heidi Chittim, Eastern Washington Univ., WALE Chair
Kristy Coomes, Organizational Structure Com. Chair
Jennifer Fenton, Sno-Isle Libraries, WALT Chair
Karin Ford, Ft. Vancouver Regional Library, 2008 Conf. Chair
Phil Heikkinen, Orcas Island Public Library, Strategic Plan Coordinator, Conf. 2010 Chair
Priscilla Ice, Spokane County Library District, Treasurer
Kristie Kirkpatrick Whitman County Library, Federal Relations Co-Chair
Tim Mallory, Timberland Regional Library, VP/President Elect
Martha Parsons, Washington State University Energy Library, President
Robin Rousu, Seattle Public Library, Elections Com. Chair
Carol Schuyler, Kitsap Regional Library, WLFFTA Chair
Nancy Slote, Seattle Public Library, Secretary
Deanna Sukkar, Seattle Public Library
Jan Walsh, Washington State Library, Awards Committee Chair
Jennie Westlund, King County Library System
Gail Willis, Association Coordinator
Mike Wirt, Spokane County Library District, Co-chair, Legislative Planning Committee
Mary Wise, Central Washington University, *Alki* Editorial Committee Chair
Jennifer Wiseman, King County Library System, Coordinator of Communications

President Martha Parsons called the meeting to order at 1:05 pm.

Agenda

The agenda was accepted as written.

Approval of the Minutes

Motion: To approve the minutes of the February 14, 2008 board meeting as corrected to read on p. 3: "2010 Conference - Phil Heikkinen" to "2011 Conference Phil Heikkinen" and "...2010 Yakima Conference" to "2011 Yakima Conference."

Moved: Jonathan Betz-Zall

Seconded: Carol Schuyler

Approved.

Board Housekeeping - Gail Willis

The annual report serves in lieu of most board reports for the current meeting. Gail requested that board members sit at the reserved tables near the dais for the Annual Business meeting and Awards Lunch. Mary Wise and Sally Chilson will be vote counters at the Annual Business meeting. Martha appointed Kristin Crowe, Carol Schuyler and Jennifer Wiseman as a committee to review the annual business meeting minutes.

Recording of Electronic Votes

Motion: That the contract with Melby, Cameron, and Anderson (MCA) begin on April 1, 2008 with an agreement for half the level of service and half the contract fee for the month of April. The full service contract will be for fifteen months beginning on May 1, 2008 through July 31, 2009, which will put us a fiscal year schedule.

Moved: Martha Parsons

Seconded: Tim Mallory

Approved.

Motion: To approve the revised version of the WALE 2008 Conference logo.

Moved: Heidi Chittim

Seconded: Martha Parsons

Approved.

Motion: To accept the slate of awards winners as recommended by the Awards Committee:

WLA/Honorary Award - Lifetime Membership: Lisa Layera Brunkan, Susan McBurney, & Denette Hill (the three moms from Spokane)

Trustee Award #2 - Ken Mattson, Camas Library

Candace Morgan Intellectual Freedom Award - Susan Madden

WALE Employee of the Year - Katie Cargill

Moved: Jan Walsh

Seconded: Martha Parsons

Approved.

Motion: That WLA cover the WLA/OLA Conference registration cost (\$150) for WLMA President, Linda Collins, to attend the conference.

Moved: Martha Parsons

Seconded: Sally Chilson

Approved.

Motion: Jan Walsh for the Awards Committee moves that the Emeritus Membership criteria be changed for 2008 to allow the Awards Committee to give the award to Gail Willis approximately three months prior to her retirement as WLA Association Coordinator.

Moved: Martha Parsons

Seconded: Tim Mallory

Approved.

[Treasurer's Report](#) - Priscilla Ice

The board reviewed the standard reports (Balance Sheet, IG Restricted Funds, Budget Year to Date, Job Ledger Report, and Cash Disbursement Journal) and found the reports to be order.

During the transition to the Melby, Cameron and Anderson, Priscilla will continue to do the books until the end of the current fiscal year, on July 31, 2008. However, all new incoming funds will be deposited in a bank account convenient for MC & A.

Motion: To authorize the opening of WLA banking account(s) as needed at Pacific Continental Bank with authorized signatories to include the WLA President, Vice-President, Treasurer, and Executive Director.

Moved: Tim Mallory

Seconded: Priscilla Ice

Approved.

Motion: That the board approve the following budget adjustments:

Add account: *ADMIN: MCA* and fund it at \$20,000 for the balance of the fiscal year. This will cover the fees we will pay by contract to Melby, Cameron and Anderson as well as any hourly fees charged by the company to update the membership database.

Add account: *DONATIONS: Political* and fund it at \$500. This account was created in order to make the donation to the Washington Coalition for School Libraries and IT approved at the February board meeting.

Reinstate the conference hospitality account and fund it at \$2000. This has been done for the past three conferences, but was overlooked for the current conference.

Move \$2400 in the WALE Restricted Fund to the WALE Conference Fund.

Moved: Priscilla Ice

Seconded: Carol Schuyler

Approved

Strategic Plan Update - Phil Heikkinen

The board had an informal discussion of the plan in preparation for a more formal discussion at the June retreat. Collaboration between WLA and other library groups in WA continues to be a high priority. The WLA/WLMA collaboration during the recent legislative session is a good model for what can be accomplished. Tim Mallory and Jan Walsh will work on expanding this relationship. Jonathan Betz-Zall identified an upcoming opportunity to establish a relationship with the local chapter of SLA during SLA's 2008 conference in Seattle. Jonathan will make a contact. Jonathan is also the current chair of CLAMS (Community Librarians and Media Specialists) and reported that the CLAMS board is excited at the prospect of collaboration with WLA. The involvement of academic librarians in WLA continues to be a challenge. The professionalization of WLA's CE offerings may increase their participation.

Conference 2008 Statistical Report Opening Day - Karin Ford

The most current registration number is 1005, which is greater than budgeted. Revenues from vendors also are greater than budgeted.

Conference 2009 - Sally Chilson

The conference committee has many questions for Melby, Cameron and Anderson, as 2009 will be the first annual conference under the new management firm. While MCA will pick-up many operational tasks, the conference committee will be responsible for content and should follow the program deadlines set-out in the conference manual. Tim and Martha will work closely with Sally and MCA to work out the transition as it relates to the annual conference.

WALE 2008 - Heidi Chittim

The WALE conference, as with the annual conference, needs to work out the details with MC & A. Heidi, Katie Cargill (conference treasurer) and Priscilla Ice will meet with Kristin Crowe to work out the registration details with MCA. Two pre-conferences have been planned on supervision and puppetry. This is a new feature for the WALE conference.

Dues Task Force - Gail Willis for Will Stuiwenga

The task force met and is doing research. Gail suggested that the board set a time line as new brochures need to be designed and printed, and any change in dues must be submitted to a membership vote.

Alki Assistant Editor - Martha Parsons

Julie Miller from Eastern Washington University has agreed to become *Alki* assistant editor, beginning with the July 08 issue. She will take over as editor for the December 08 issue. MC &A will be taking over the production.

WLFFTA Report - Carol Schuyler

WLFFTA will hold two forums in the Fall. The Westside forum will be held at KCLS, and the Eastside forum most likely will be held at Spokane County.

PNLA Leadership Institute - Carol Schuyler

Motion: That WLA will support registration fees for WLA members attending the 2008 PNLA Leadership Institute; and that WLA expect that attendees will demonstrate their commitment to the profession by taking leadership positions in WLA.

Moved: Carol Schuyler

Seconded: Jennifer Wiseman

Approved

President's Report - Martha Parsons

MCA discovered that WLA's membership database is not a true relational database, and the current data cannot be imported. The data must be in a relational database in order to create tools such as a member only place on the web site.

Motion: That WLA outsource work on the current membership database to turn it into a true relational Access database format that is compatible with standard association management practices at a cost of up to \$2000. This will allow WLA and Melby Cameron & Anderson (MCA) staff to more efficiently utilize the data that is vital to maintaining and growing the Association.

Moved: Martha Parsons

Seconded: Tim Mallory

Approved

The retreat dates are June 5-7, 2008. Kristin Crowe will be contacting board members with key positions prior to the retreat to discuss the agenda.

Other Board Reports

Coordinator of Communications - Jennifer Wiseman

Jennifer distributed sample templates for Word Press, the new content management system. The system will have both static and dynamic/editable pages as well as different levels of access.

ALA Chapter Councilor - Jonathon Betz-Zall

Jonathan announced that he will not run for office next year. He showed the board the Wiki he created for chapter councilors.

Elections Committee - Robin Rousu

The Committee will be exploring electronic voting.

WALT - Jennifer Fenton

WALT is co-sponsoring two Fall workshops with WLFFTA with Evelyn Clark, author of *Around the Corporate Campfire: How Great Leaders Use Stories to Inspire Success.*

Organizational Structure Committee - Kristy Coomes

The transition will require a number of changes in the by-laws. Kristy will also be working on reviewing WLA's archival materials with Gail Willis and Nancy Slote.

PNLA Representative - Katie Cargill

Katie is Registrar and Treasurer of the 2008 Conference.

The meeting was adjourned at 3:15 pm.

Approved (date): _____

Nancy Slote, Secretary

Martha Parsons, President