

Washington Library Association

Board Meeting

January 31, 2002

Timberland Regional Library

Minutes

Members present:

Carol Gill Schuyler, President

John Sheller, Vice President/President-Elect

Karen Highum, Secretary

Monica Weyhe, Treasurer

Laura Boyes, Coordinator of Strategic Planning

Gail Willis, Association Coordinator

Cathy Brownell, Link Editor

Ginny Rabago, Membership Committee Chair

Cecilia McGowan, Interest Groups Coordinator

Patty Ayala, Conference 2004 Chair

Jonathan Betz-Zall, SRRT Chair

Bonnie Taylor, WLFTA Chair

Martha Parsons, Webmaster

President Carol Gill Schuyler called the meeting to order at 9:40 a.m.

Members of the Board introduced themselves.

Approval of the minutes of the November 16, 2001 Board Meeting: Karen Highum

The minutes were approved as distributed. Karen announced that the electronic vote on the Washington State Library resolution was approved unanimously.

Treasurer's Report: Monica Weyhe

Monica distributed financial statements dated December 31, 2001, including a letter from the accountant, balance sheet, income statement, and the combined income, expense and budget schedule. Assets total \$398,594 and budget for the year is \$299,014. They are moving back to the Peachtree software after trying Quick Books.

OLD BUSINESS

Discussion of Time to Hold Board Meeting at Conference 2002

After discussion, it was decided to hold the Board Meeting from 3:00-5:30 on Wednesday April 17, 2002.

Planning for PLA 2004 Booth

John Sheller will pull together a task force on planning the booth at PLA 2004. Recommendations of members are needed. We also need a vote of the membership to change the membership meeting to August 2004 since it falls after the end of the 2003-2004 fiscal year.

Joint Workshop with SLA on Disaster preparedness: Carol Gill Schuyler

After finding out that the workshop would be a dinner with a speakers panel instead of an afternoon workshop, Carol decided not to volunteer WLA as a co-sponsor. Labels were sent to Special Library Association instead.

Hiring Bookkeeping Service: Carol Gill Schuyler

Carol reported that the Fiscal Impact Committee unanimously approved the hiring of a bookkeeping service. The firm was hired on a contract to make it easier to end the relationship if necessary.

Carol contacted the Oregon Library Association and the California Library Association to discover what happened to their associations during lean economic times. Both reported that attendance at conferences was stable and membership increased.

PNLA Leadership Initiative/ALA session: Cecilia McGowan

Cecilia reported that she got some great ideas for the Interest Group retreat. She met people from the region who plan to get together to discuss regional activities.

Joint Conference with PNLA: Patty Ayala

Patty distributed information from the Doubletree Hotel Pasco. They had blocked off time in April instead of August. Patty recommended that we look at other locations, such as, Bellingham, Ocean Shores, Tacoma, Bellevue, or Vancouver.

MOTION: Move to grant Patty Ayala authority to choose a site for the joint PNLA/WLA Conference to be held in August 2004.

Moved: John Scheller

Seconded: Bonnie Taylor

Passed unanimously.

Funding Needed for Logo Design/Certificate of Excellence: Dolly Richendrfer/PR Committee

The PR Committee sent a request to the Board for permission to send out an RFP for design work to change the logo. They requested a \$5,000-\$10,000 budget. The group discussed costs, why it should be changed, and how to do it. Should we go to the membership at the Conference business meeting or get input from the listserv? It was decided that Carol would contact Dolly and the PR Committee to have them send a request to the listserv to get input from members on the WLA logo. Dolly's request was postponed until the April board meeting.

Change of Plans re Intellectual Freedom Handbook: Carol Gill Schuyler

Carol received the draft IF Handbook and after reviewing decided that the information contained in it should be located on the WLA website. Handbooks will not be printed or sent to libraries. The Intellectual Freedom Committee will have oversight over the handbook. Martha Parsons will work with them to put it on the website.

MOTION: Move to migrate the WLA Intellectual Freedom handbook to the WLA website.

Moved: John Sheller

Seconded: Cecilia McGowan

Passed unanimously.

2002 Conference Report: Kristy Coomes

Gail reported (for Kristy) that less than 50 people have registered, but 350 room nights have been booked. Pre-conferences need to be publicized. Bruce Zeigman has received \$10,500 in donations for the conference.

2003 Conference Logo/Theme Approval

Theme: "Journeys of Discovery", with logo of a compass.

MOTION: Move to accept the 2003 Conference logo and theme.

Moved: Cecilia McGowan

Seconded: John Sheller

Passed unanimously.

NEW BUSINESS

Confirm Acceptance of Slate of Officers via Electronic Vote

Slate:

Secretary: Jonathan Betz-Zall, Liz Hawkins

Coordinator of Communications: Cheryl Farabee, Troy Christenson

Coordinator of Conference 2004: Patty Ayala

Co-Coordinators for CE: Nancy Collins-Warner and Jennifer Merry

MOTION: Move to accept the attached slate of candidates for office, which was previously approved electronically.

Moved: Monica Weyhe

Seconded: John Sheller
Passed unanimously

Request approval Promotional Offer to Vendors: Ginny Rabago/Membership Committee

Ginny asked that we offer a business card size ad in the July Link to vendors at the 2002 Conference. Martha suggested using the website instead.

MOTION: Move that exhibitors at the 2002 OLA/WLA Conference be offered the opportunity to provide a business card sized ad to be placed on the WLA website for 30 days.

Moved: Martha Parsons

Seconded: Laura Boyes

Passed unanimously.

Request One-time Change in Member Renewal Deadline: Ginny Rabago/Membership Committee

MOTION: Move to request a one time change in member renewal deadline from February 15 to March 8th to allow those renewals to qualify for the membership rate at the April 2002 Conference; this extension does not include Winter 2002 publications.

Moved: John Sheller

Seconded: Bonnie Taylor

Amended by: Carol Gill Schuyler & Jonathan Betz-Zall

Passed unanimously.

After the February 15th deadline, the WLA Board, plus IG Chairs, will be calling people who haven't renewed their memberships to ask why they haven't renewed. Ginny distributed a possible script that could be used.

Legislative Day 2002 Report: Jan Ames/Marilyn Sheck

Gail reported that 145 people attended the event. Every legislative district, except one, was represented. There was a small turnout from WLMA, and students from the iSchool. Donations of \$650 were double last year's. Carol reported that she testified about the State Library closing at Senate and House hearings. It was suggested that WLA sponsor a workshop on how to be political and how to lobby your legislator.

Status Update on Strategic Plan: Laura Boyes

Laura reported that the Strategic Plan was posted on the website January 16. She will be getting more forceful in asking for a response on progress on tactics from those responsible for them. Cameron and Carolyn reported that the ALKI Committee doesn't want to do a juried ALKI. They will discuss the reasons at the April Board meeting.

Officer Reports

Vice-President/President Elect: John Sheller reported that he contacted the Washington Education Association to get information about how libraries should handle bond elections. He found out that WEA does not use an election consultant. Monica Weyhe suggested that WLA put information on the website and hold a workshop on how to run a bond campaign.

Membership Committee Chair: Ginny Rabago reported the planning is finished for the Meet & Greet at the Conference, there will be an IG Retreat in February, membership cards have been ordered, and they will discuss expanding perks for sustaining members at their next meeting.

Link Editor: Cathy Brownell announced that Link had a publication and mailing delay for the last issue. She will look into consolidating the publisher and the mailer. She will be attending the IG retreat.

Coordinator of Continuing Education: Angie Benedetti will be bringing a draft of the Workshop on Workshops handbook to the IG Retreat.

Treasurer: Monica Weyhe will look for an auditor to do the annual review. She will be attending the IG Retreat.

SRRT Chair: Jonathan Betz-Zall reported that SRRT is still alive and is sponsoring two conference programs, they are considering a webpage, will try to do one workshop this year, and hopes to be at the IG Retreat.

Coordinator of Interest Groups: Cecilia McGowan hopes to have a representative from each interest group at the IG Retreat. Connie Marshall, the mayor of Bellevue, will speak about leadership. The Retreat will be held February 23, 2002 at the Bellevue Regional Library, from 10:00-4:00. Cecilia distributed a reorganization report from Chris Smith, Chair of the Literacy Interest Group. Chris explained that LIT is on the verge of dying, with few members, little enthusiasm for meetings or involvement in the IG. She recommends expanding and renaming the IG to include many aspects of literacy. Cecilia will discuss the issue with Chris and report at the April Board meeting.

Webmaster: Martha Parsons reported that it costs \$50 to set up a separate listserv.

Membership Committee asked about purchasing a button maker to make buttons for conference events. The button maker would cost \$350 and \$400 would be needed for supplies. The equipment budget has been spent for this year, but the Membership Committee should put it in next year's budget request.

Good of the Order

Annual reports from Committee chairs and Board members are due to Gail Willis on March 15, 2002. IG Chairs should send their annual reports to Cecilia McGowan, IG Coordinator, and she will write the report that goes to Gail. Annual reports are briefer than the detailed report that should be written for the person taking over the position.

Budget requests for next year are due April 12, 2002.

Next Board Meeting: April 17, 2002 at the 2002 Joint OLA/WLA Conference, 3:00 p.m.-5:30 p.m.

Agenda items identified for April Board meeting:

1. Funding Needed for Logo Design/Certificate of Excellence: PR Committee
2. Juried issue of ALKI: ALKI Committee
3. Reorganization of Literacy Interest Group: Cecilia McGowan

The meeting was adjourned at 2:40 p.m.

Approved (date): _____

Karen Highum, Secretary

Carol Gill Schuyler, President