



PNLA Board Meeting

Calgary, AB

August 3 – 5, 2016

PNLA Mission Statement: To facilitate and encourage communication, networking, and information exchange for the development and support of libraries and librarianship in the Pacific Northwest.

Present:

Gwendolyn Haley, President

Jenny Grenfell, VP/President Elect

Honore Bray, Past President

Jay Peters, 2nd Vice President/Membership Chair

Annie Alger, Treasurer

Candice Stenstrom, Secretary

Jocie Wilson, YRCA Chair

Mary Jo Joiner, AK Rep

Heidi Chittim, WA Rep

Sarah Head, AB Rep

Leila Sterman, PNLA Quarterly, Editor

Carmen Clark, MT Rep

Janelle Zauha - Editor PNLA Quarterly

Crystal Miller, Incoming Treasurer

Absent:

Michael Burris, BC Rep

Jeannie Standall, ID rep

Linda Fredericksen, Webmaster

Rick Stoddart, Incoming VP/President Elect

1. Call to order: 8:21 a.m.
2. Additions/Deletions: None.
3. Approval of the Agenda: Jenny moved to approve. Mary Jo seconded the motion. All in favor.
4. Minutes of the Last Meeting :
 - 4.1 Approval of the minutes: Honore moved to approve. Carmen seconded. All in favor.
 - 4.2 Review of Action Items – see 8. Unfinished Business
5. Officers Reports
 - 5.1 President – Report submitted.

Representatives did great job of promoting PNLA at various conferences. Gwen noted that incoming President of OLA is positive and supportive of the idea of possibly rejoining PNLA. It was suggested that having a PNLA table at next OLA conference is important for a visible presence and for promotion.
 - 5.2 First Vice President – Report submitted.

Jenny visited conference site for 2018 and contract is signed. She would like to prepare a PP of information about PNLA state/provincial libraries to present at the Association of Rural and Small Libraries conference. Please send photos and information to Jenny.
 - 5.3 Second Vice President – Report submitted.

There are currently 171 individual members and 27 institutional members in PNLA. Jay is gearing up for transitioning the website to the new MemberClicks format which will provide a more intuitive backend experience as well as a sleeker website. He will send out the template to the group.
 - 5.4 Past President – Report submitted.

Honore thanked everyone for their hard work especially Jocie and Sarah for their conference planning. She noted that we had a good slate of candidates to run for office this year. She also noted that we will probably need to order more swag items for the various conferences this year.

5.5 Secretary – Report submitted.

Will have final changes to MOP ready for next board meeting.

5.6 Treasurer – Report Submitted.

Annie went over the financials. \$45,000 in checking, \$5,000 in savings, and \$7,000 in LEADS accounts. She recommended closing savings as it's earning next to no interest and suggested keeping a line in checking for LEADS. The board thanked Annie for all her hard work while in her role. Annie will finish financials up to the end of the conference and then will pass on to Crystal.

6. State and Provincial Representatives

6.1 Alaska – Report submitted.

Mary Jo noted that four of the executive board members are graduates of LEADS. Alaska association finished working on their handbook which is available online. Discussion about the future of LEADS ensued which continued later in the meeting.

6.2 Alberta – Report submitted.

There was a lot of discussion about LEADS at their April AGM – a lot of LEADS grads present. The theme for the next Jasper conference will be “Libraries More Than Ever” Last year's conference was very successful. AB libraries played a role in supporting those displaced by the recent fire in Fort McMurray. Libraries are also working to bridge the divide between public libraries and First Nations reserves.

6.3 British Columbia – Report submitted.

6.4 Idaho – Report submitted.

6.5 Montana - Report Submitted.

Samantha Hines is stepping down as president and moving to a new position in WA. Two people will be filling the roll as it transitions. There are large state budget cuts and EBSCO will no longer be available.

6.6 Washington- Report submitted.

WLA is restructuring; increasing membership and rebranding are key topics.

Heidi suggested a letter about LEADS to present at WLA in November would be beneficial.

7. Committee Reports

7.1 Calgary Conference Committee – Report Submitted.

Attendance just shy of 100 registrants. This is a difficult conference to attract members for various reasons including competition with the Jasper conference, international travel restraints and funding shortfalls from various state/provincial associations.

Live streaming of select sessions is planned for next year's conference.

Sarah noted that there are no perks noted for conference volunteers in the MOP.

Various options were discussed. Board will look into and MOP will be updated to reflect changes.

7.2 2017 Conference – A site has been selected, the contract is signed and a theme is in development. The group discussed pre-conference session ideas including globalization, First Nations issues, and working with vulnerable populations. A call for proposals will go out in the fall and promotions/reminders for the conference will run monthly.

7.3 Leadership Institute – Report Submitted. See 8.4.

7.4 Publications – Report Submitted.

Editors are processing the summer issue and are working on returning to quarterly publication. Going forward with the new editors, they would like to carry on with new columns to ensure regional content. MSU will continue to host the open journal. The conference issue is always the largest and editors would like to see the conference program replicated in the journal for record keeping purposes. They will work with new editors to transition in the New Year. The transition can be discussed at Dumas Bay. Ideally they'd like to advertise for co-editors. Editors will draft job description and skill set for Gwen. It was also noted that incorporating the editors into board meetings is very valuable. Jen is looking for authors from the region to write articles. Board members will send her information asap. Jen and Leila were thanked for their valuable contributions.

7.5 Webmaster – Report Submitted.

Will need to write up qualifications and post position soon.

7.6 YRCA – Report Submitted.

Conducted online voting for first time this year – much smoother process. Jocie discussed various voting procedures and asked the board about collecting votes early. All agreed that early voting from October to April is a good idea.

7.7 PNLA Quarterly - See Publications.

8. Unfinished Business

8.1 New Board Member Orientation – Orientation document to be a supplement to the MOP.

Each Rep will write a description. Carmen will share Montana's. New members will be encouraged to attend the conference board meeting to observe. Jenny will update and will upload to google drive and will send link. Candice will add to MOP as an appendix – welcome packet/orientation. Honore made a motion to add appendix. Heidi seconded. All in favor.

8.2 Social Media Policy – Tabled to November Virtual Meeting.

8.3 Budget Projections for 2016/2017 – as above.

8.4 PNLA Leads Direction for 2017

The recent LEADS meeting was discussed as well as the future of LEADS, the location, training and facilitators.

The group spoke about the need for appointing a new chair as well as reimbursement and LEADS committee member's roles in planning.

Discussion ensued regarding sponsorship. Honore and Mary Jo will working on funding.

TD Bank was suggested a sponsor. The evaluation process and transparency were discussed. Mary Jo will have a system for evaluation to use across States/Provinces ready by the next meetings. Jenny made a motion to move forward with the deposit for reserving Ft. Worden for 2017. Jay seconded the motion. All in favor.

9. New Business – Jay made a motion to table to next meeting. Mary Jo seconded. All in favor.

9.1 Succession Planning

9.1.1 Webmaster – job description to be drafted and posted.

9.1.2 PNLA Quarterly Editors – as above.

Next Meetings

Virtual Meeting--November 2016 (TBD)

Dumas Bay Board Retreat--February 3-5th, 2017 Dumas Bay

Annual Conference Board Meeting (Post Falls ID)—August 2, 2017

Mary Jo made a motion to adjourn the meeting. Carmen seconded.

Meeting adjourned: 12:25 p.m. *Respectfully submitted, Candice Stenstrom, Secretary 2016*