

## PNLA Board Meeting Minutes

August 3, 2011

DoubleTree Hotel, Spokane, WA

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:**

Michael Burris, President

Heidi Chittim, 1<sup>st</sup> VP

Jason Openo, 2<sup>nd</sup> VP

Samantha Hines, Past President & PNLA Leads

Darlene Hert, Secretary

Katie Cargill, Treasurer

Bette Ammon, ID Rep

**Absent:** Errin Morrison, BC Rep

Mary Lou Mires, MT Rep

Christine Sheppard, AB Rep

Sara Saxton, AK Rep

Linda Frederiksen, WebMaster

Sue Anderson, WA Rep

Barbra Meisenheimer, YRCA

**Wednesday, August 3, 2011, 1:00pm-4:35 pm**

1. **Call to order and Welcome:** 1:00 p.m.

2. **Agenda**

2.1 Additions/Deletions

Several items were added under Unfinished Business, 7.2-7.4

2.2 Approval of the Agenda: Approved

3. **Minutes of the last meeting**

3.1 Approval of Minutes: Approved

3.2 Review of Action Items

**Grants for LEADS** – Sam is following up on a possibility for grant funding.

**Suspend 2011-2012 Elections** – Michael wrote a letter to membership announcing this

**Communications Plan** – Sam made some changes and submitted to Board for review

**Job Board** – Can we use the job board as a revenue generator? Michael will pursue with BCLA

**YRCA** – Report provided.

**PNLA Quarterly One Month Embargo** – Will remain open access rather than impose a one month embargo

**MOP/Conference Section and Constitution Bylaws** – Christine will be reviewing changes and communicate with the board via email. This will be an agenda item for February 2012 meeting.

**Board Compensation for Upcoming Conferences** – Discussed in 7.2

4. **Officer Reports**

4.1 President. Michael Burris. Report submitted.

4.2 First Vice President. Heidi Chittim. Report submitted.

4.3 Second Vice President. Report submitted.

MemberClicks – Members experienced some issues with conference registration. Jason has worked out some of the bugs for future registration and will follow up with MemberClicks about other suggestions/improvements discussed at board meeting. Dues Structure was discussed.

**ACTION:** State/Provincial reps will send Jason current dues structure. Send Jason any ideas about how PNLA can create a meaningful institution membership.

4.4 Secretary. Minutes posted.

4.5 Treasurer. Katie Cargill. Report submitted. Estimated profit from Spokane conference \$14,000. Net worth is \$34,000.

4.6 Past President & Leads. Report submitted.

5. **State and Provincial Representative Reports**

5.1 Alaska. Sara Saxton. Report submitted.

- 5.2 Alberta. Christine Sheppard. Report submitted.
- 5.3 British Columbia. Errin Morrison. Report submitted.
- 5.4 Idaho. Bette Ammon. Report submitted. Heather Stout is the new ILA representative.
- 5.5 Montana. Mary Lou Mires. Report submitted.
- 5.6 Washington. Susan Anderson. Report submitted.

**MOTION: A motion to accept the reports was made and seconded.**

## 6. Committee Reports

### 6.1 Washington Conference – Spokane, August 3-5, 2011

Total of 231 registered for conference and 36 workshops are being offered.

DoubleTree Hotel & staff have been very accommodating and great to work with.

6.2 Alaska Conference – Anchorage, August 1-4, 2012 - Sara Saxton. Conference will be held at the downtown Sheraton Hotel with easy access to restaurants and entertainment. Room rate: \$165.00 per night. Sara is investigating option for excursions. For the best airline rates, Sara mentioned that October is a good time.

6.3 Idaho Conference – 2013 Investigating options for locations with Peter Winters (Helms Briscoe). Receiving estimates from the Red Lion Inn in Lewiston, ID. Coeur d'Alene is a possibility. Is it viable to move conference to Montana in 2013 and Idaho in 2014?

**ACTION:** Samantha, Darlene and Mary Lou will investigate the possibility of holding the conference in Montana in 2013 and report via email.

6.4 Leadership Institute. Samantha Hines. Report submitted.

**Motion:** Christine made a motion and Heidi seconded the motion to:

Offer LEADS Leadership Institute in 2013 (to be offered opposite MPLA's leadership institute), offer it at Fort Worden State Park in Washington (if that falls through to investigate Fort Casey) and retain John & Becky as the 2013 trainers.

Discussion ensued about the need for a succession plan for LEADS trainers.

**ACTION:** Mary and Sam will approach John and Becky about a succession plan and the possibility of them training mentors for future LEADS Institutes.

6.5 Publications. PNLA Quarterly, PNLA Website – Linda Frederiksen

6.6 Webmaster – Linda Frederiksen Good traffic, job site gets the most hits, YRCA gets the second most hits.

6.7 YRCA. Report submitted. Margaret Kolaczyk will make the YRCA medals. The board agreed on a silver/copper combination and the size of the award will be  $\frac{3}{4}$  the size of the sample medal Barbra brought to the board meeting. The 2010 winners will be presented their medals now that we have agreed upon the medal size and metal content.

## 7. Unfinished Business

### 7.1 Viability of PNLA

It was noted that the Board should be prepared with a plan if dissolution were needed and to investigate insurance and liability status. Send any samples of dissolution clauses to Christine.

**ACTION:** Katie will check with insurance company about liability coverage and incorporation status

7.2 Conference Expenses Executive Board, YRCA and WebMaster: Airfare and lodging are paid.

**ACTION:** Christine and Michael will write a more specific policy to address covered conference expenses for others such as Conference Chair(s).

7.3 Intellectual Freedom Committee Chair

PNLA used to have an Intellectual Freedom Committee but it was discontinued because there wasn't enough interest by the membership. Seems like there would be duplication of what is being done by ALA. Sheila Bonnard is interested in intellectual freedom. Sheila could be an Intellectual Freedom representative and filter information to Jason.

**ACTION:** Mary Lou will suggest this to Sheila and see if she would be interested in doing this.

7.4 Business Meeting Agenda Procedure

Michael discussed the format and who will be speaking at the business meeting luncheon tomorrow.

## Meeting Adjourned 4:35 p.m.

### Future PNLA Conferences

2012 Alaska: Anchorage, AK, August 1-4, 2012

2013 Idaho?

### NEXT MEETING:

Feb. 11-13, 2012: Board Meeting, Dumas Bay Centre, Federal Way, WA

*Respectfully submitted,*

*Darlene Hert*

*PNLA Secretary, 2010-*