

**Vermont Library Association**

Burnham Library, Colchester

May 10, 2017

**DRAFT**

**Voting Members Present:** Margaret Woodruff, Joy Worland, Kelly McCagg, Bethany Dietrich, Nancy Mark, Christine Porter (virtual), Stacey Knight, Ian Gauthier, Kelly McElligott (virtual), Shara McCaffery (virtual), Toni Josey, Charlotte Gerstein

**Non-voting Members Present:** Tom McMurdo, April Shaw, Adele West-Fisher

**Guests:** Carolyn Barnes (Burnham Friend)

**The meeting was called to order by Margaret at 10:10am.**

**MOTION:** Joy Worland made a motion seconded by Bethany Dietrich

**TO APPROVE THE MINUTES FROM MARCH 8<sup>TH</sup> AS PREPARED BY KELLY McCAGG**

**YES: 12**

**NO: 0**

**ABSTAIN: 0**

**MOTION:** Joy Worland made a motion seconded by Bethany Dietrich

**TO APPROVE THE CONSENT AGENDA AS PREPARED BY KELLY McCAGG**

**YES: 12**

**NO: 0**

**ABSTAIN: 0**

**OFFICER'S REPORTS**

**President:** Margaret reported the library resource database is almost complete and will be available at the VLA 5/18 Unconference. Thank you to everyone who participated and helped get this off the ground. She hopes to continue to build on this as we move forward.

**Vice President:** Joy has no report at this time.

**Past-President:** Virgil has no report at this time.

**Treasurer:** This position is currently vacant.

**Secretary:** Kelly reported that due to a number of committee chair positions being open, we are having difficulty obtaining a quorum at meetings. Please make every effort to attend in person or virtually, or to appoint someone to vote in your absence.

## **SECTION & COMMITTEE REPORTS**

**College & Special Libraries Section:** Bethany has nothing to report at this time.

**Public Libraries Section:** Christine reported that Library Snapshot day was held the second week in April. She is currently collected statistics from libraries that participated.

**Technical Services Section:** Stacey has no report at this time.

**Friends & Trustees Section:** Nancy has no report at this time.

**Youth Librarians Section:** Ian has no report at this time.

**Awards Committee:** Lisa has no report at this time.

**Department of Libraries:** Tom reported that they are hiring: Cass Mabbott has been hired as the Youth Services Consultant, with a start date of May 15<sup>th</sup>. Lara Keenan has been hired to serve as the Governance Consultant. They are currently in the process of finalizing the IT Consultant. The Scott administration has created the Agency of Digital Services in an attempt to consolidate all IT positions in the state. They have advertised twice for the Special Populations Consultant position but are not getting qualified candidates. This person would be working with vulnerable populations, prison populations, in addition to the blind, deaf, and other special needs populations. They also will be looking to hire a Government Services librarian as well as a Grants Manager. VTLib is working to improve relations with VSLA. VTLib will be moving and consolidating their offices in July 2018. The probably location is the VT Historical Society in Barre. This will result in reduced collection space with no real book budget to rebuild. Tom reported they are working to bring all public libraries in the state up to standard so that we can have a statewide catalog. Training for the new ILL system will be occurring this summer with a go live date of August 1<sup>st</sup>. They are negotiating with newspaper.com to digitize the rest of VT newspapers that are not already archived. Scott Murphy attended legislative day in DC (along with Joy). There is no update on the permanent state librarian position. For the time, VTLib is receiving level funding from last year.

**Government Relations Committee:** This committee is in need of new chairperson.

**Inclusion Committee:** Amanda has no report at this time.

**Intellectual Freedom Committee:** Ray has no report at this time.

**Membership & Outreach Committee:** Kelly has no report at this time.

**Personnel Committee:** Shara is happy to report that the latest (2015) Salary and Benefit Survey and Toolkit has been posted on the VLA website. She will not be resuming as Chair of the Committee in the next term. Shara has enjoyed the experience and benefited greatly from serving in this capacity. During her tenure the committee completed two salary and benefit surveys and established minimum salary recommendations bi-annually. With the help of other Board members, they conducted a survey and created an unpaid hours statement as a tool to help librarians defend the right to be paid for hours worked. They also attempted to expand the mentorship program. Shara will remain on the committee to help the next Chair in this particular area.

**Scholarship Committee:** April reported that they awarded Amanda Merk of the Mount Holly Town Library and Wilder Memorial Library the first Continuing Ed grant of the year. She will be using the \$250 to attend NELA in October. An announcement of this was made in the last issue of the VLA News (along with a second post that applications are open for the second round of the CE Grant – which will be awarded in September).

Also, April reported that she will be stepping down as chair of the Scholarship Committee by the end of the summer. She has notified the committee and is waiting to hear if anyone has any interest in taking over as chair. So far only one person has, but admitted their schedule prevents them from tackling the chair responsibilities. If anyone knows of someone who wants to take over as chair, please let April know. She is happy to spend the summer transitioning over to the new person.

**Conference Committee:** Toni thanks the entire VLC 2017 committee for their time, commitment, great ideas, and enthusiasm about planning this event. Registration closes May 5 in order to give the resort finalized attendee numbers, lunch orders, and exhibit hall layouts.

**American Library Association Councilor:** There is no report at this time.

**New England Library Association Representative:** Karson reported that the NELA Board met on March 31 (one-hour online meeting).

The Personnel Committee is developing an Executive Director job description for NELA. Our fellow New England state library associations continue to focus on funding and advocacy issues.

Massachusetts Library Association's Annual Conference will be May 22-24 at Hyannis, MA, with the theme "Charting Our Course." There will be a pre-conference Sunday May 21, an ALA Advocacy Boot Camp. Marci Merola and Jamie LaRue from ALA will lead this program.

Rhode Island Library Association's Annual Conference will be at Bryant University in Smithfield, RI May 31 & June 1 with theme "Building Connections Growing Communities." James LaRue, Director of ALA's Office for Intellectual Freedom will be the keynote speaker on Wednesday and Jessamyn West on Thursday.

Karson requested NELA materials for VLC on May 18; she's not sure yet how they will arrive, but will follow up.

Karson emailed the incoming NELA Representative Steve Picazio; he confirmed he will be at VLC and we will chat there. They will attend the May 19 NELA board meeting virtually and make sure Steve is in the loop.

Lucinda Walker, Director, Norwich Public Library will be the Vermont NELS Mentor August 14-18 at the Rolling Ridge Conference and Retreat Center in North Andover, MA. Thank you to everyone who suggested mentors.

The NELS application deadline has been extended to May 19. At this time she does not know the number of Vermont applicants.

NELA Diversity Summit will be Wednesday, July 26 at Hadley Farms Meeting House in Hadley, MA. Keynote Speaker: Loida Garcia-Febo.

Karson would like to thank past and present board members for helping her during her time as the VLA/NELA Representative. She asked lots of questions, and always got answers! "You are some of the great library people I would have missed without this opportunity. I enjoyed the work, but it's time for some new energy to connect VLA and NELA. I intend to help keep good VLA vibes alive in the southern part of the state!"

### **OLD BUSINESS**

***Plans for Step Up Constitution Day:*** Charlotte reported that they were contacted by a group to have the Constitution read at all libraries across the state. September 17<sup>th</sup> is Constitution Day. There was a brief discussion about how can we recognize the constitution this summer. Margaret wondered if VT Humanities might be interested in a partnership and offered to talk to them at the Unconference.

### **NEW BUSINESS**

***Conference Update:*** Toni reported registration closed on May 5<sup>th</sup>, but people are still registering. Currently we have 20 exhibitors and 170+ attendees. The committee has been reviewing all income vs. planned expenses. Jane Ramos will be giving a tour of the Sherburne Memorial Library and an informal meetup is planned at Preston's (located at conference center). Unconference evaluations will be available. Toni asked that board members be willing to get the ball rolling in their respective sessions. She also asked

that board members check in with her throughout the day. They are looking at ways to continue the conversations after the unconference.

*Kelly McElligott logged off at 10:55am.*

**Slate of Nominees for VLA Board:** Joy reported that we have the following slate to offer for election:

- VP/President-Elect: Cindy Weber
- Secretary: Kelly McCagg
- Treasurer: Shara McCaffery
- ALA Councilor: Marti Fiske
- NELA Rep: Steve Picazio

The following appointments are also being recommended:

- Government Relations: Kevin Moore
- Inclusion: Jessica Mattera
- Personnel: Sarah Snow
- Intellectual Freedom: Angele Nickerson
- Membership & Outreach: Christine Porter
- Conference: Jane Ramos

April still needs to find someone to serve as chair of the Scholarship committee.

**MOTION:** Toni Josey made a motion seconded by Margaret Woodruff

**TO ACCEPT THE SLATE OF OFFICERS AS PRESENTED BY JOY WORLAND**

**YES: 11**

**NO: 0**

**ABSTAIN: 0**

**Menu for NELA Reception:** Margaret reported that VLA is hosting a reception at NELA on Sunday. She is happy to select the menu.

**VLA Twitter Account:** Amanda thinks we should have more of a presence on Twitter. Toni reported that VLALib is our Twitter account. Currently we are using Hootsuite to share posts between twitter, fb, and Instagram. Leanne Galletly can explain it more this in more detail.

**Resolution on Sustainable Libraries:** Kelly provided a brief background in regards to sustainability and what it means to libraries—see attached resolution.

**MOTION:** Toni Josey made a motion seconded by Ian Gauthier

**TO ACCEPT AS EDITED THE SUSTAINABILITY RESOLUTION AS PREPARED BY KELLY McCAGG**

**YES: 11**

**NO: 0**

**ABSTAIN: 0**

**Review of VLA program database:** Margaret reported about the survey that went out in the fall asking libraries to share information about programming. All the responses she received were from public libraries. She will be reformatting the information and then sharing with all. Eventually she hopes to offer a dynamic database on the website.

**Tickler List Draft:** Margaret reported that she has been working on a tickler list that will guide incoming officers about upcoming events/tasks. She will be emailing the document to board members for comments/edits. Joy commented on a handbook from 3-4 years ago that she discovered on google docs. She felt it should be updated and shared with incoming board members.

**Future Meetings:** May 18<sup>th</sup>, 2017 at Killington Grant Resort Hotel, 8:00am—3:00pm;  
June 14<sup>th</sup>, 2017 Leadership Retreat at VT Historical Society in Barre, 10:00am-3:00pm

There was a brief discussion about mail.

**The meeting was adjourned by Margaret at 11:41am.**

Respectfully submitted,

Kelly L. McCagg  
VLA Secretary