

**Minutes of VLA Board meeting
September 20, 2007
Norwich University**

APPROVED MINUTES

9:30 AM Call to Order

Present: Barbara Doyle-Wilch (presiding), Brenda Ellis (recording) Judah Hamer, Gizelle Guyette, Marianne Kotch, David Brown , Nancy Wilson, Donna Edwards, Sharon Thayer (membership), Richard Ambelang, Amy Grasmick, Trina Magi , Lisa von Kann, Marie McAndrew Taylor (arrived 10:30).

Minutes of the May and July Retreat meeting were approved.

The consent agenda was approved (VLTA Meeting in Barre announcement was the only item).

Treasurers Report (Donna Edwards) [attachment]

- Nancy noted that the ALA Councilor expense was over budget last year but she anticipates the expense will be less this year because of the closer locations (Philadelphia / Washington).
- Amy asked about the budget calendar (calendar year vs. board term year). Marianne explained that it has been done both ways in the past but using the calendar year makes it so that its not the first issue the board has to tackle with new members.
- It was agreed to move \$375.05 from the Intellectual Freedom expense to the John Swan Lecture expense and move \$230 from ALA Councilor expense to the Personnel Committee expense.

NEW BUSINESS

Proposed Vermont Library Records Confidentiality Act – (Trina Magi)

Trina presented the latest draft [attachment]. Language changes were made with the help of an ALA attorney. **An addition to the proposed bill is a section on sanctions.** ALA advised us that it is risky to have a bill without an explicit sanction in Vermont law, because without it, people would have to look to federal law and perhaps take their case to federal court. It is hoped that the proposed fine and damages cap are high enough so that libraries will take it seriously, but not so high as to bankrupt a library. Also, we want the penalty to be a civil offense, not a criminal offense.

ALA felt the need to include school libraries as well. Trina checked with the Vermont School Library Association (VSLA) board and they expressed interest. But schools have to conform with FERPA (Family Educational Rights and Privacy Act), which allows school records to be released to parents), so this could add complications. It was agreed that if VSLA can get behind what VLA has come up with, we'll include them in the bill. Our lobbyist is ready to promote this issue. Trina asked for approval in principal of the language. There were no objections. The proposed bill will be reviewed by a professor at the VT law school, then there will be a direct mailing to membership to alert members of the proposed bill.

Approval of Memorandum of Agreement Between VSLA and VLA Regarding Co-Sponsorship of the Annual Vermont Library Conference, Conference Coordinator Contract, Service Agreement, Job Description Conference Coordinator [attachments] – (Barbara Doyle-Wilch)

Anne Blake will be the new VLC coordinator. The sponsorship role was added to the job description and references to conference assistant will be changed to conference coordinator for consistency sake.

A change to the Memorandum of Agreement (section V Budget a. Planning Funds) was made to **increase the minimum funds kept on hand after each conference from \$15,000 to \$20,000**, as seed money for the next conference. VSLA already approved the change. The reason for the increase is the increased expenses for internet A/V. Clarification: \$20,000 from the conference profits are set aside for seed money for the next conference. Any overage (profit) is distributed evenly to the 2 associations. This year there was \$6,000 in profit so VLA got \$3,000. We are trying to increase sponsorships/attendance so we won't have to increase the conference fee. Barbara moved that we approve the increase. Lisa seconded. All were in favor.

Also 3 typos were noted/corrected: proceeding changed to preceding (Memorandum of Agreement - section V Budget a. Planning Funds); reflection changed to reflecting (Service Agreement, last paragraph); assistant changed to assist (Conference Coordinator Contract, paragraph 3).

Several members commended the excellent job performance of outgoing Coordinator **Maureen McLoughlin**.

NELA request for \$2,000 support for New England Library Leadership Symposium – (Barbara Doyle-Wilch)

Barbara read a letter from the New England Library Association (NELA) describing the New England Leadership Symposium. Donna (treasurer) only recalled giving \$500 in the past. Amy (one of the previous attendees) said it was a worthwhile experience and that it was unlikely librarians would be able to pay for the symposium themselves. Gizelle also participated in the Symposium. She noted that VT is much smaller than some of the other states and so she suggested we should contribute less. (We have a smaller budget and less members). She suggested we contribute \$500 each year instead of a larger amount once every few years when the Symposium happens. It was decided that Barbara will notify NELA that we'll let them know the amount we can contribute after we do our budget in November.

Reports of Sections and Committees:

Government Relations Committee – (Lisa von Kann)

Martin Hahn and Lisa met with the **Legislative Council Study Committee** 3 times plus they are meeting next week. Lisa noted that there's a tremendous need to educate them about libraries. The money needed isn't for new initiatives (what some thought), it's to keep libraries going. The process is moving forward. Lisa and Martin are trying to educate Michael Chernick (lawyer for VT) who will prepare the report to the Legislature. Lisa feels we should budget an extra \$1,000 (\$16,000 instead of \$15,000) for the lobbyist because of increased mailing costs. She suggested we send a letter to all public libraries asking them to support this in some way (fundraisers, friends group support, etc), which is legal to do. (We have a 5 year limit on the spending amount – and we're well within that).

Mailings: Donna (treasurer) mentioned VLA has a low balance for mailings. How much more should be put in the Essex Junction account? It was decided that the Government Relations and Intellectual Freedom committees will transfer money from their budgets to cover mailing costs. Let Donna know in advance so she can deposit the money in the bulk mail account.

Barbara mentioned the letter she will be mailing as VLA President in November. Trina said she will try to put together a Q&A to go out with Barbara's letter and we'll also send Lisa's fundraising letter.

Reminder: Jan. 18, 2008 is the 2nd Annual Library Rally at the State House. The Government Relations Committee has an Ad Hoc Committee to plan for that day. Please forward ideas to Lisa.

Personnel Committee– (Amy Grasmick)

Amy reported that they ran the **academic salary survey** in the spring. The results are still in draft form. She asked whether we want to include an advocacy piece with survey results? Barbara suggested that the Advocacy committee could come up with ways to promote the survey.

College and Special Libraries (CSL) Section (Richard Ambelang)

Richard reported that no one stepped forward to become **Vice-President for CSL**. He said Larraby said she'd volunteer. The VLA constitution allows for the election or appointment of section officers, therefore it is ok to appoint Larraby. At the next member meeting, as Vice-President, she would go up for election for CSL President.

Co-op Group for Audio Books Request – (Judah Hamer)

There was a meeting at the Northfield Public Library. The Department of Libraries (DOL) can't support it so how can we make it possible for public libraries? (The cost is between \$80,000 – \$100,000). It was suggested that libraries pool money to make an agreement with one of the vendors. The group is looking at pricing and logistics, but there is no one to coordinate the money. Could VLA serve as fiscal agent? Trina asked what the vendors will need to sign a contract? – VLA couldn't do a license agreement. Brenda suggested we negotiate price by level and then give extra discounts as more join. But there's a problem with the state not having anyone to oversee this. Barbara suggested this might be something for a consortium like Waldo or Nelinet (a organization that does this as a business). Lisa asked whether there are problems with downloading if someone only has dial up internet access. It was explained that there is a way to download smaller chunks at a time. Maybe we need to wait until more of VT is covered by high speed internet? Next step? Judah said he is just looking for VLA to coordinate the money, not do any negotiating. No decisions will be made until the committee investigates further.

Fund raising ideas – (Barbara Doyle-Wilch)

Due to time restraints, Barbara suggested we brainstorm online. She reiterated our 2 thrusts this year - communication and fundraising. Judah related that the Rutland friends group received the idea of making a donation very well (\$500+ sounded very reasonable). He thought they were a good test of the wind, but mentioned there aren't other viable friends groups in the Rutland County area. He said his friends group also volunteered to write letters. Barbara suggested we pick a state wide day to focus on. Possibly a day during National Library week or Marianne suggested Jan. 17th, the day before the State House rally.

New prototype of VLA web page/blogs – (Judah Hamer)

Judah demonstrated the new VLA website that Jessamyn put together.

Nancy reported that ALA is willing to host our listserv. Barbara mentioned that the newsletter was the last print one. It will be replaced by the quarterly letter and the website.

The new website is focused on the structure for now, so Jessamyn carried over the VLA banner, etc. to keep same look. We need to create logins for board members and others heading committees, and set the level of permissions (probably editors or authors). Judah pointed out the button on the posting editor that allows you to break up the posting so that it gives a teaser, then more... so the posting doesn't take up too much of the front page.

Decisions:

- **Who gets to create a posting?** Board members, section members, and representatives. Others can send a posting request to the section or board member. Judah commented that this group needs to keep the website alive by contributing to it.
- **Categories:** Committees? Sections? The pros/cons were discussed. There was a desire to have topics seen beyond just a narrow sub-set of VLA – would people think to look at postings in other areas for topics of common concern? On the other hand, some people are pressed for time and want to quickly zero in on just one part of VLA. It was pointed out that since people can post to more than one category, there shouldn't be a problem with content not being seen by the relevant areas.
- **Archiving?** A periodic snapshot should be captured (talk to Paul Carnahan, archivist)

Judah emphasized that decisions can change.

Ken Burns' television production *War and Vermont Public Television partnership* – (Barbara Doyle-Wilch)

The series starts this September. Barbara passed out a handout. She hopes that public libraries will do something on Nov. 4th.

OTHER BUSINESS:

Museum pass: Amy asked about the museum pass - what happened? Nancy reported that David Clark spearheaded it. There was a pilot program but nothing more has happened since and the passes have expired. It was noted that museums benefited from gift shop and food purchases.

Adjourned at 12:08

Respectfully submitted,

Brenda Ellis
VLA Secretary