

Vermont Library Association
Minutes of the Executive Board Meeting
July 8, 2004
Norwich University, Northfield

FINAL

In attendance: David Clark, Donna Edwards, Teresa Faust, Trina Magi, Pat Mardeusz, Linda Wells, Marianne Kotch, Charlotte Maison, Ellen Hall, David Martell, Stephanie Gagnon, Lise Albury, and Mary Kasamatsu.

Introductions

David Clark asked Board members to pair up and introduce each other, telling something interesting about the work and personal life of the other person and naming a good book the person had recently read.

Minutes of the Previous Meeting

The minutes from May 13, 2004, were approved with corrections.

Treasurer's Report

Donna Edwards presented the financial report [See attachment A: Budget Report July 8, 2004]

Policies and procedures for the coming year

David Clark reviewed the meeting schedule, expense forms, and program and budget expectations. Section presidents were encouraged to be imaginative in program planning. The newsletter schedule was also reviewed. He noted that additional articles are welcome. Lise should be contacted with additional ideas.

Ellen raised the question of what organizational papers should be saved for the archives. She has emailed Paul Carnahan with a request for his archival policy. She has also collected some guidelines from other institutions. David asked that board members bring whatever archival materials are in their possession to the September meeting.

Pat Mardeusz asked how many years of paper membership applications should be saved. Trina suggested that the content of the paper copy be transferred to the electronic record and the paper copy be kept for one year.

David reviewed the board members, committee chairs, and section representatives, and their voting status. There is a new committee on public relations. The position of chair of the personnel committee is open.

Priorities for the coming year:

- Museum/Libraries pilot project-- David presented a report on a meeting to discuss a possible pilot project between VLA and the Vermont Museum and Galleries Alliance to offer a museum pass pilot project involving 10-20 libraries. David

requested and received Board endorsement to plan details of the pilot which would begin on Memorial Day weekend in 2005.

- Board of Libraries – In reviewing the description of the Board of Libraries, David saw potential for the BOL to be an advocacy group in support of efforts to get more support for libraries throughout the state. He proposed a joint program sponsored by VLA and BOL and proposed setting up a subcommittee from both groups to discuss library issues and concerns and possibly plan joint meetings and programs. **Action:** Moved and seconded to set up a committee to investigate the possibility of VLA and BOL collaboration.
- VLA website – Can additional information be on the VLA website, such as the Leadership Directory? Recommended that the VLA stationery not be on the website. There was discussion of more timely posting of meeting minutes. Mary will contact Carol about minutes previously sent.

Section Representative Reports

Public Library Section – David Martell

David M. suggested communication might be a possible program topic. Pat M. suggested a regular newsletter reminder about the listserv, VTLIBRARIES.

College and Special Libraries – Teresa Faust

Maggie Drown of VTC will be Teresa's Vice President. One program possibility is a fall program on Landmark College, focusing on learning differences. Another idea is to have a series of informal discussion meetings. Teresa will be using listservs as well as the ALL COLLEGES list on VALS to get the word out. Teresa wants to be sure programming addresses the needs of technical services librarians.

VLTA – Marianne Kotch

Marianne distributed a flyer for a fall conference on the topic "Wasn't It Nice? Life after Freeman". The VLTA steering committee has about eight members.

Organization Representative Reports

ALA – Trina Magi

Trina had just returned from Orlando and presented a wrap up of the ALA Conference. ALA realizes it needs to do better supporting rural libraries. Set up a standing committee on rural and tribal libraries. ALA debuted twelve-minute video advocating better pay for librarians. Video will be on sale soon.

ALA passed resolution condemning use of torture to obtain information.

David Clark mentioned the ALA Midwinter Conference in Boston. Suggested a bus trip to see the exhibits.

NELA – Charlotte Maison

NELA is presenting upcoming Counterparts workshop in Beverly, MA.: “Community Building from the Ground Up”. Noted the Annual Conference coming September 26-28 in Manchester, NH.

Committee Reports

Department of Libraries – Marianne Kotch

Marianne reported she is almost finished reading Freeman grants.

Government Relations – Linda Wells

“SCHMOOZE II: More on how to talk to your legislators, government officials” is planned for Tuesday, November. 16, 2004, at the Hartland Public Library. Asked for suggestions for legislator/speaker.

The committee has discussed having a library legislative day. Will discuss further at committee’s first meeting. Also discussed putting Government Relations tips in each newsletter.

Membership – Pat Mardeusz

Pat has met with Linda Brew, Daisy Benson, and Trina Magi about the membership job. She is learning to use the database software. Plans to make a timeline for membership workflow. Will take on responsibility for supplying mailing list labels when needed, since she has membership records and software. Asks that she be given as much notice as possible when labels are needed. Asked for input on how to attract more members. She wants to get information out about what people are missing by not joining VLA and plans to connect with other membership coordinators on how they attract and retain members.

VT Library Conference – Stephanie Gagnon

Committee had expected to lose money on the Conference, but instead of losing \$8,000, the 2004 Conference made about \$8,000. Attendance was the highest ever. ECHO Center was most popular activity. Next year they will try to do something similar, perhaps with the Firehouse. Conference Committee needs 7 or 8 more members from VLA.

Next Meeting

The next meeting will be September 9, 2004, at 9:30 at Norwich University.