



FLORIDA LIBRARY ASSOCIATION BOARD MEETING
EXECUTIVE BOARD MEETING MINUTES

FLA Offices, Lake City, FL

July 24, 2009

BOARD MEMBERS PRESENT:

(VM=Voting Member)

Wendy Breeden, President (VM)

John J. Callahan, Vice-President (VM) *

Alan Kornblau, Treasurer (VM) *

Gladys Roberts, Secretary (VM)

Mercedes Clement, Past President (VM) *

Harold George, Director (VM) *

Carol Russo, Director (VM) *

Sarabeth Kalajian, Director (VM)

Corinne Jorgensen, ALA councilor (VM) and FSU Representative

Debra Sears, SELA Representative (VM)*

Cynthia Kisby, Director (VM)

Katrina Evans, Board Fellow

Jared Hoppenfeld, Board Intern *

Faye Roberts, Executive Director

Bernadette Storck, FLA Parliamentarian and FF & B Member Group Representative

Judith A Ring, Director State Library and Archives of Florida *

Pamela Grigg, Director (VM)

Dr. Jim Andrews, USF Representative

BOARD MEMBERS ABSENT:

John Van Berkel – Planning Committee Chair *

GUESTS PRESENT:

Charlie Parker – Legislative Committee Chair

Patty Morris – Continuing Education Committee Chair

Kelly Green

Charles Mayberry – SEFLIN *

*via web

Follow-Up Items from July 24, 2009 Board Meeting

- Investments and the FLA manual on investing and reserves to be sent to the Finance Committee to be addressed and brought back at the next meeting.
- Membership Committee asked to work on recommendations for how discounted memberships might be applied.
- Faye asked to contact the three Member Groups without leaders and report back to Board in October. At that time a decision about whether to disband the groups will be made.
- Planning Committee asked to look at Member Groups as part of the planning process and come back to the Board with a recommendation.
- Continuing Education Committee asked to look at ideas for a Child Internet Safety Training Module for Public Libraries.

1. Quorum and Agenda Review

President Wendy Breeden called the meeting to order at 10:05 AM and Secretary Gladys Roberts established that there was a quorum. Wendy Breeden noted that there were no guests at the start of the meeting, but that Charlie Parker and Judi Ring would be joining us. Wendy presented a letter from Governor Crist and from Jim Rettig and from a library patron thanking FLA for their efforts on behalf of libraries during the legislative session. Wendy also presented the logo for the 2010 Conference. Wendy announced that she has been appointed the acting director of Community Services and will become the director of a new department over several different divisions (including libraries.)

Housekeeping – Onsite and Online

Faye Roberts gave guidelines for how to participate electronically in the meeting and thanked Charles Mayberry from SEFLIN for his help. Motions made online will be made by typing the motion into the note box on the lower left.

Additions/Amendments to Agenda

There were two additions to the Agenda:
Member Comments was added as item 8 and
Discounted memberships was added to 5B

Sarabeth Kalajian moved approval for the agenda, Corinne Jorgensen seconded. Motion carried.

We had a message that Judi Ring was unable to connect, but was working to correct technical issues and planned to join us online.

2. Consent Agenda

Consent Agenda consisted of the minutes of May 5 and May 8, 2009 meeting, and the electronic vote on contract for Rosen Plaza. Corinne Jorgensen moved approval for the Consent Agenda, Pamela Grigg seconded. Motion carried.

3. Treasurer's Report

- A. Treasurer Alan Kornblau presented the financial reports. (April – June 2009 Profit and Loss; Balance Sheet; Doc 3a1 and 3a2 and the Treasurer's report; Doc 3a2). Alan noted that although we were currently in good financial shape, we will likely have to dip into reserves by the end of the year. Wendy Breeden announced that the Treasurer's Report is accepted and will be filed for audit.
- B. Treasurer Alan Komblau presented the 2009 Conference Profit and Loss Report (Doc 3b). Faye Roberts noted that there are currently two individuals and one vendor that we have been unable to collect from.
- C. Budget status for 2009 – we are \$7,000 below estimated figures in revenues and anticipate being over in expenditures, necessitating using reserves by the end of the year.
- D. Investments – Alan recommended that Investments and the FLA manual on investing and reserves be sent to the Finance Committee to be addressed and brought back at the next Executive Board meeting.

4. Unfinished Business

- A. *none*
- B.

5. New Business and Committee Reports

- A. *Nominating Committee*
Mercedes Clement, Committee Chair, presented a proposed list of members for the Nominating Committee (Doc 5A). Pam Griggs moved and Sarabeth Kalajian seconded that the Board approve the appointments to the Nominating Committee. Motion Carried.
- B. *Membership Report and Discounted Memberships*

ED presented the Board with a membership report as of 6/30/2009 (Doc 5B). Both Personal and Organizational memberships are down.

Alan discussed the possibility of offering discounted memberships to organizational members who would get free conference registrations, and also possible discounts to members who renew and/or to new members. Faye has done some preliminary work. John Callahan suggested that this topic be sent to the Membership Committee and asked that they also look at the Organizational memberships (with the idea of creating incentives for joining. Bernadette suggested that the vote for the members be included with the regular ballot.

(Judi Ring was able to join the group online, gave her report at this time...see 6A.)

Ideas for how discounted memberships might be applied were discussed. It was noted that new MLS graduates and librarians who moved to Florida get a free membership for their first year. Faye asked if we could take a straw poll of how many people thought discounted memberships were a good idea, and all polled were in favor of some form of discounted memberships. Wendy asked John Callahan (as liaison of the Membership Committee) to have the Membership Committee work on ideas for discounted memberships.

C. Member Group Status

ED presented the Board with a Member Group Status report as of 6/26/2009 (Doc 5C). Faye noted that according to the manual, any group that does not have a leader within two weeks after conference is to be disbanded. There are currently three groups without leaders. Options include: dissolving the groups; contacting groups to see if anyone wishes to be a leader (and has agenda ideas). Wendy noted that member groups are no longer required to have a program at conference. The member groups were designed to be special interest groups and fluid. Wendy directed Faye to contact the members of the three groups before a decision to disband them is made. The decision to disband Member Groups without leaders will be addressed at the October meeting.

D. Member Groups Proposed

ED presented a Petition to form a new Member Group, entitled "Academic Instruction and Information Literacy Roundtable" from Elana Karshma from St. Leo University (Doc 5D). Before moving forward with this petition the petitioners spoke to other groups and determined they needed a new group. Corinne Jorgensen moved and Pam Grigg seconded that the Board establish the new member group. Motion Carried. Wendy asked that the Planning Committee, as part of the planning process, look at the Membership Groups and come back to the Board with a recommendation.

E. 2009 Conference Report and Conference History

ED presented summary reports of the surveys completed by Conference attendees and vendors, along with a spreadsheet showing conference attendance for the past 12 years. (Doc 5E1, 5E2, 5E3).

F. 2010 Conference update and credit application

ED presented the Board with the credit arrangements being requested by the Rosen Plaza hotel (site of the 2010 conference) (Doc 5F and separate pdf file). Carol Russo moved and Sarabeth Kalajian seconded that the President be authorized to sign the letter agreeing to the credit terms from the Rosen Plaza Hotel. Motion carried.

G. Conference Management Services Proposal

ED presented an evaluative report on 2009 Conference Management services by CMC (Doc. 5G1 and the proposed contract for the 2010 Conference Management. Faye noted that document 5G1 outlines the evaluation of CMC's recent handling of the 2009 Conference. Despite some definite problems, Faye recommended that we give CMC another chance and accept them as the manager of the 2010 conference. Harold George moved and Corinne seconded that the Board accept the Conference Management Services Proposal from CMC. Motion carried.

Recessed for lunch at 11:45, Resumed at 12:22
Secretary re-established that we still had a quorum.

H. Bylaws Review and Recommendation

Bernadette Storck, chair of the Bylaws Revision and Review Committee, presented recommended changes to the current bylaws (Doc 5H1). Bernadette noted that many of the changes were grammatical. Section 4 was added to address the new electronic voting and meeting issues. A question was raised regarding the practice of bringing all committee appointees' names to the Board. Everyone agreed that a list of chairs and vice-chairs should be brought to the Board, but not lists of potential members. Wendy asked that any other changes for bylaws be sent to Bernadette by the end of August so we can have them noticed 30 days before the meeting in October. The Bylaws will be brought back for approval in October.

I. Board Speaker's Forum Update

ED gave the Board an updated Speaker's calendar of events. Faye asked that if anyone was aware of other speaking opportunities and/or could fill in one of the blanks, to please let her know.

J. Legislative Committee Report

Charlie Parker, Chair of the Legislative Committee, presented the proposed Legislative Platform for 2010 as a work in progress (Doc 5J1). Charlie noted that the wording in the State Aid to public libraries section is not final, and that the Committee would appreciate the Board's direction. Mercedes Clement moved and Pam Grigg seconded that the Board adopt the proposed platform as presented. During discussion the question of the wording of the State Aid was raised. The new language would add, "in 2008-2009, the appropriation was 26.5 million." This sentence would be added after the sentence ending "2000-2001." The motion was amended to add the new language. The vote was called for to approve the platform with the added language. Motion carried.

Charlie then presented the 09-10 Legislative calendar (Doc 5J2). The calendar also mentions that the Committee will try to do some informational webinars.

Charlie called attention to the Library Legislative Leadership list (Doc 5J3), of key Public Library funders.

Charlie then presented the Committee's recommended Legislative Award recipients (Doc 5J4). Charlie recommended two additional awards (plaques) be given to Representative Glorioso and Senator Fasano. Sarabeth Kalajian moved and Pam Grigg seconded that FLA approve the 2009 Legislative Award recipients as presented (Secretary Browning and Governor Crist to receive plaques, remainder of list to receive letters) with the addition of the additional plaques to Glorioso and Fasano. Motion carried.

Charlie outlined an issue that occurs when the Board approves the platform in August or September and then situations change by the time the Legislature is in session. The Committee came up with two proposed additions to the manual. One is the Legislative Action Plan for 09-10 (Doc 5J5). The other would be a mechanism for quick action in an emergency situation.. Pam Grigg moved and Corinne Jorgensen seconded that the President, President elect, Chair and Vice Chair of the Legislative Committee and the Executive Director in consultation with or under advisement of the FLA Lobbyist, if appropriate, be allowed to take action in an emergency legislative situation. Motion carried.

Charlie noted that the Legislative Action Plan outlines methods for involving constituents in Library Legislative issues.

K. No item K

L. Lobbyist Contract

Charlie Parker, Legislative Committee Chair, presented the proposal for the Lobbyist Contract, August 1, 2009 through July 31, 2010 (Doc 5L and Lobbyist Contract Proposal). John Callahan moved and Sarabeth Kalajian seconded that the Board approve the proposed Lobbyist Contract with Lewis, Longman, and Walker, PA as presented. Motion carried.

M. Stop Internet Predator's Report

ED presented information on the "Stop Child Predators" organization (Doc 5M). The organization has contacted FLA regarding Child Internet Safety. Charlie discussed ideas for updating FLA's Child Internet Safety materials that are on the web. Charlie noted that images used need to be more reflective of

communities served and that there is an opportunity for someone to develop a training module for Child Internet Safety to be used in Public Libraries. Wendy asked Patty Morris, Chair of the Continuing Education Committee to take the idea for training back to her Committee.

N. Continuing Education Committee Report

Patty Morris, Chair of the Continuing Education Committee presented a committee report, including a strategic plan recommendation to change the wording for continuing education opportunities to include various training modalities when planning CE opportunities, instead of just focusing on regional face-to-face training (Doc 5N).

Another presented by the Committee is to hold Round Table discussions organized around Conference themes for the 2010 Conference. The Committee is also planning to continue the popular Poster Sessions at the Conference.

Finally the Committee is planning to conduct a Needs Assessment survey for Continuing Education. Faye suggested that a question regarding what members want in general from the organization (above and beyond CE) be included in the survey.

O. Unconference 2009 Recommendation

Patty Morris, CE Chair presented the Committee's recommendation to suspend plans for a 2009 Unconference (Doc 5O). Programs were presented in both 2007 and 2008 in conjunction with PLAN, but upon discussions with them there are many reasons to suspend the program for 2009 (as outlined in Doc. 5O). Cynthia Kisby moved and Pam Grigg seconded that the Board suspend plans for the 2009 Unconference. Motion carried.

P. Membership Committee – Bookmark Contest

ED presented the Board with information about the Membership Committee's Bookmark Design Contest (Doc 5P). The membership brochure is out of date and there are copyright issues with the brochure design. As an alternative, the Membership Committee has come up with the idea of producing bookmarks instead of the brochures. Carol Russo moved and Alan Kornblau seconded that the Board approve the plan for the Membership Committee to conduct a bookmark design contest with the winning designs to replace the current outdated membership brochure. Motion Carried.

Q. Ad Hoc Committee – Intellectual Freedom Challenges

Wendy Breeden reviewed the appointees to the *Ad Hoc* Committee for Intellectual Freedom Challenges, adding Laura Minor and Michael Sullivan.

R. IMLS Grant Report

ED informed the group of the progress with the IMLS Grant and information on pursuing a Bush Grant (Doc 5R). ED recommended that we not pursue the grant at this time due to the change in project purpose and matching funds requirement. The Board concurred with ED's recommendation.

S. FF & B Workshops

ED discussed upcoming Friends, Foundations, and Boards Workshops (Doc 5S). Highlights of categories to be presented include a webinar on newsletters by the winner of the Friend's Newsletter award for the past two years!

Barbara Correll, FF & B member group leader, and Carol Jackson, FF & B awards chair have proposed revisions for the FF & B awards as outlined in Documents 5S2A and 5S2B. Pam Grigg moved and Corinne Jorgensen seconded that the FF & B Awards language be revised on the webpage and in the manual as presented. Motion carried.

T. FLA Manual Changes

Removed from agenda.

U. Public Relations Committee

ED presented a request from the Public Relations Committee to hold a YouTube Video Contest (Doc 5U). Sarabeth Kalajian moved and Pam Grigg seconded to approve the Public Relations Committee's You Tube Video Contest proposal, "My Florida Library Story". Motion carried.

V. *Free Membership for SSLI graduate*

ED asked the Board if they wished to continue their practice of giving a free one year FLA membership to a Sunshine State Leadership Institute graduate (Doc 5V). Corinne Jorgensen moved and Sarabeth Kalajian seconded that we give a free one year membership to a graduate of the Sunshine State Leadership Institute. Motion carried.

W. *Request from Past Presidents Council*

ED informed the Board of a proposal to create a Past President's Council (Doc 5W). Gladys Roberts moved and Harold George seconded to approve the establishment of a past presidents council as submitted in the proposal by Elizabeth Curry. Motion carried.

X. *Other Committee Reports*

Y. *Future of State Organizations*

ED discussed information sent to Board members by e-mail regarding State Library Organizations in Illinois, Ohio and New Mexico. ED advised that in the October meeting we will be voting on the budget for 2010 and Faye would like us all to begin thinking about changes we may need to make and what implications those changes would have for the future. Several state organizations have to use their reserve funds. This is the first year in a long time that FLA is facing the use of budget reserves.

6. Other Reports

A. *State Librarian's Update* – (Judi Ring participating online at 10:45 AM) – .

The State Library is in the beginning of the budget process. They have submitted recommendations to the Secretary, but no decisions have been made yet. The Department of State is also developing a Statute change for the documents depository system. Electronic documents create problems because State Agencies don't realize they need to be sent in to the depository. The name of the program will be changed in Statute 257.05 to "State Publications Program" to clarify and define what State Documents consist of. The Department is awaiting approval from the Governor's office for the statutory change. The Internet Safety bill passage has caused the State Library to move into the rule making process. Currently the State Library is working on State Aid. Judi noted that if you subscribe to Florida Rules you can put in library terms such as State Aid and can follow along with the rule making process. The State Library will also go through rule making for LSTA grants. The new ROI study will be starting soon, and the State Library hopes to have it ready for the next legislative session. The State Library is also working to put together the BTOP grant (they hosted a webinar on Tuesday). The state needs to have partnerships with the public libraries in order to make their grant competitive. To date, only have six public libraries have expressed interest in participating in the BTOP grant. A second webinar will be held next Tuesday. The grant has to be submitted by the 15th of August. They are also working with DMS for broadband mapping grants to map where broadband access is in Florida.

B. *ALA Councilor* –

Corinne Jorgensen – ALA is also being affected by the economic downturn. They have had to dip into their reserves. A question came up recently about podcasting, broadcasting or having transcripts of what occurs at Council. It would be helpful if the documents would be made electronically available either before or after the Council meetings. ALA is working to compress meetings and it is hoped that will inject more efficiency into the Council process. Faye will send us a summary of a survey ALA had that FLA contributed to.

C. *SELA Representative* –

No report.

D. *Board Liaisons (including assigned Committees and Member Groups)* –

2:35 PM short break 2:44 reconvened

Carol Russo e-mailed her report to Faye and it was placed on the online viewer. It is attached to the minutes.

E. Executive Director's Report

Faye Roberts presented highlights of her report (Doc 6E).

Wendy Breeden noted that two issues had arisen that were not noted on the agenda. She reported that Seminole County is looking at LSSI and would appreciate someone from FLA coming to present information. Alan suggested the paper done by the State Library and sent the link to the online meeting site so all board members could have it. Sarabeth also offered to share information used by their County to evaluate outsourcing. Leesburg is facing a number of challenges to Young Adult materials. Bernadette suggested that the Intellectual Freedom Committee send a letter on behalf of FLA.

Announcements

Former FSU Professor Al Trezza died. Emails sent included information on where memorials and cards could be sent.

Date for virtual meeting in March will be announced.

Jim Andrews reported that they have received re-accreditation. Enrollment is steady.

Alan Kornblau suggested that we do a proclamation for Al Trezza. Faye will draft something and send it to us by e-mail.

Carol Russo announced that Eileen Cobb's retirement party is tonight and would like to make a statement on behalf of the Board.

Bernadette is researching FLA archives and Tampa Public Library history. She requests that anyone with materials pertaining to FLA, please send them to Bernadette. Send it to Special Collections USF Library Tampa.

Sarabeth announced that Susan Benton, the new Urban Libraries Council Executive Director, will be coming as a speaker to TBLC. She has been very involved with the Gates Grants and with helping libraries align themselves with local government goals and making better relationships with local government administrators. She will be the keynote speaker for the TBLC meeting.

Member Comments

Adjourn

There being no further business, the meeting adjourned at 3:10 PM.

Gladys Roberts
FLA Executive Board Secretary