

**VLA Board Meeting
May 8, 2008
Kimball Public Library
Randolph, Vermont**

APPROVED MINUTES

9:30 AM Call to Order

Present: Barbara Doyle-Wilch (presiding), Judah Hamer, Donna Edwards, Brenda Ellis (recording), Lisa von Kann, Gizelle Guyette, Jessica Allard, Trina Magi, Grace Greene, Sharon Thayer, Amy Grasmick, Amy Howlett, Richard Ambelang

Minutes of the March meeting were approved.

Consent Agenda

Membership Report (Sharon Thayer). The report was approved.
[Attachment A]

Treasurers Report (Donna Edwards)

Donna presented the budget report [Attachment B] and reported that the Dept. of Libraries summer reading program is being phased out. She proposed rolling the extra approx. \$15 into the general checking account. Approx. \$26 from the fund is going towards awards frames.

Two of the **NELLS conference scholarship** winners each were sent \$200. There was a misunderstanding about the amount they were supposed to receive [clarification: \$200 is budgeted each year to make \$400 available biannually when the conference occurs – the \$400 is to be split evenly between all participants – we are allowed up to 4 people]. There are two additional people also going. **Lisa moved to give \$200 each to the other 2 participants**, since overall VLA has enough funds. Amy seconded and the **motion was approved**. Donna will overdraw the scholarship line. Three public librarians and one academic librarian are going. The 4 people are Mary Danko, Helen Linda, Toni Eubanks, and Debbie Gadwah-Lambert.

Lisa asked about the scholarship amount (actual = 0). Donna clarified it's because the checks went out after the budget report.

Barbara thanked Donna for her extraordinary job and said we are sorry to see her go after 4 years (the limit) as treasurer.

Reports and Updates

Confidentiality Bill (Trina Magi)

Trina passed out a copy of the statute as passed in both houses [Attachment C S.220], but it is awaiting the governor's signature. If it is signed into law [it was], libraries will need to review their policies and make sure their own policies align with the law. **Trina announced she will be on sabbatical leave next year and Gail Weymouth will chair the Intellectual freedom committee next year.** Gail plans to do a **Law for Librarians** meeting to help with such changes. Lisa suggested that meetings should be repeated in several locations around the state because otherwise people won't drive given the cost of gas. It was also suggested that we use the DOL regional consultants to go around libraries in the state to help adjust policies. Amy Howlett volunteered to take charge of coordinating this.

Government Relations Committee (Lisa von Kann)

A copy of the May 2008 report [Attachment D] was distributed.

Vermont Library Conference update (Jessica Allard)

Jessica said there will be a message to the list asking people to volunteer for the registration table. Our book seller cancelled so we'll also need some volunteers to help sell author books. She can be emailed at vlcvlachair@hotmail.com

Barbara asked about what happens at the **awards lunch**. It was determined that Barbara will give the 3 awards, Mara Siegel gives out the certification certificates, and Grace gives out the retirement acknowledgements.

Tuesday includes the awards lunch and the VLA business meeting at 5pm. There are more sessions on Wednesday.

Sharon raised the issue of people who want to join VLA at the conference to get the discount. It's not possible this year, but next time changes will be made to allow people to join at registration.

NEW BUSINESS

Board Retreat (Judah Hamer)

Gail Weymouth has offered to let the board attend a **Law for Librarians** session on July 24th with Kent Oliver, Paul Donovan, and Carrie Gardner. The event is limited to 25 people. The board felt there is too much we

need to cover and therefore there wouldn't be enough time to do both in the same day, so we will stick with meeting on July 10th (10 a.m. – 2 p.m.?). It was asked **where should have the retreat?** Amy suggested using VT Tech College meeting space. Gizelle will check to see if the meeting house next to her library in Colchester is available. Amy asked whether we need someone from Dept. of Libraries to attend (both Amy and Grace won't be able to attend on July 10th). It was decided that the new State Librarian will be invited. At the retreat, exiting board members will pass the baton to new members. **People were reminded that they need to bring any official papers for archiving.**

Therapy Dogs of Vermont (Lisa von Kann)

Lisa and Grace met with Stephen Huneck. He will design a poster to give to libraries to promote the program. Libraries will receive a packet on the program (how to, etc.) in case they want to do the program. Stephen wants to host a launching of it somewhere. Perhaps in Stowe. The idea behind it is the volunteer brings the dog and the child reads to the dog. It is supposed to help children with their reading (no pressure of reading to an adult). Lisa asked that VLA endorse it and put our name on the program. Judah raised the issue of other groups doing similar programs and whether they can be included. Grace explained that this organization trains the dogs and certifies them. **Amy made a motion to support the program. The motion passed.**

Discussion of Vermont Library Conference and VLA participation and futures

We need to discuss this and come up with a strategy to address this. We also need to discuss the lack volunteers in general – both for VLC and VLA and we may need to scale down.

Future of VLC Conference:

Possibilities:

- Suspend the conference for a year to take a year to examine the possibilities
- Move to every other year
- Move to 1 day only
- Do away with the awards lunch. This would give room for another program and reduce the cost (conference has to pay gratuity and pay for awards recipient lunches). Could do the awards lunch as a banquet at a restaurant and only the award recipients get free lunch. Plus it would open up the possibility for having the conference at more locations (that don't have a big banquet room).

It was asked whether its just a time issue or is it a money issue? Are key note speakers necessary? Do we need to do everything ourselves or can we rely more on paying someone to do some of this (contract out some operations such as registration). Trina suggested doing some fact finding i.e. look at the past. Jessica said the biggest issue is people. The Conference coordinators are also having to do programs. We need to look at the number of registrations and the amount of money that comes in, etc. Exhibitors and sponsorships are going down. Donna reported that in 2004 we received no income. In 2005 we received approx. \$4,000. In 2006 we got \$15, 250 (which included for 2004). In 2007 we received \$3814. Does VLA rely on conference money or can that money go towards contracting more conference work? We could have focus groups around the state about how to handle the conference? Lisa pointed out that the board already represents various regions. We are already obligated for 2009, so if suspended, it would have to be in 2010. Lisa pointed out that suspending the conference might lose momentum at a time when a new state librarian is coming in. She does not favor suspending the conference. Problem: next year's committee can't do both the conference and plan for what to do about the conference.

Jessica reviewed the problems with this year's conference [not recorded for confidentiality issues].

Jessica suggested that the conference be suspended for a year for the 2 groups VSLA and VLA to review the conference. For example, look at the number of people on the committee (only 9 this year). To be sustainable, Jessica feels there should be 20 people on the committee (10 from each organization).

Trina, suggested we consider how to simplify next years conference. Grace asked about the time commitment – how much it takes to serve on the committee? Jessica explained how it varied. Barbara suggested that we form a task force to look at the conference. Gizelle reported that many people feel marginalized from VLA and the conference.

Conclusion: We need a task force to review the conference and make recommendations (to start in June and put forth a strategy for our retreat in July). Grace volunteered to be on the taskforce (but not chair it). Trina volunteered to do a literature search to see how other associations are handling this problem.

There's a problem with incentives for librarians to give service to the state. Vermont Council of Academic Libraries (VCAL) has just been formed (Directors of academic libraries) – that group should discuss how to get their staff to get involved.

Miscellaneous:

Sharon reported that someone mentioned that she missed seeing the update on new librarians in the Newsletter. Amy Howlett volunteered to compile a list of new VT librarians for a routine update for the VLA blog.

VLA Website:

It was suggested that we need to add some new categories. Trina suggested that we make a plan to archive the website at least once a year.

The meeting adjourned at 11:51 a.m.

The board then left to go celebrate the year at Sarducci's restaurant.

VLA Board Meeting – May 8, 2008

Membership Report

- As of May 8, 2008, we have **370** current VLA members (exp. 12/31/2008)
- As of May 8, 2008, we have **55** new members for 2008.

My Activities

- VLA membership database is current and accurate.
- VLA mailbox is checked, at minimum, once a week – often more than that. Membership renewals and joins are processed within a day or two of receipt of materials.
- Continued activities include supporting VLA board members and Vermont Library Conference people by providing mailing labels and updated lists of VLA members, as requested.
- Sent VLA membership invitations out to the VLA website in January and in March.

Budget Report 5/5/2008 - Current Year
 1/1/2008 through 12/31/2008 Using VLA Budget 2008

Attachment B

5/5/2008

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Category Description	1/1/2008 Actual	- Budget	12/31/2008 Difference
INCOME			
Advertising Income	0.00	50.00	-50.00
CAYAL Income	0.00	900.00	-900.00
College Special Libraries Income	0.00	300.00	-300.00
Conference Income	0.00	2,000.00	-2,000.00
Government Relations Income	0.00	200.00	-200.00
Intellectual Freedom Income	0.00	0.00	0.00
Lobbyist Income (State Aid for Pub.Lib.)	10,939.00	5,414.00	5,525.00
Membership Income	11,320.00	12,000.00	-680.00
Public Libraries Income	0.00	500.00	-500.00
Tax Preparation Income	0.00	475.00	-475.00
Vt. Lib. Trustees Assoc. Income	0.00	500.00	-500.00
TOTAL INCOME	22,259.00	22,339.00	-80.00
EXPENSES			
ALA Councilor Expense	1,479.80	2,400.00	920.20
ALA Dues	110.00	110.00	0.00
Awards Committee Expense	0.00	150.00	150.00
Bulk Mailing Permit, PO Box rental	0.00	185.00	185.00
CAYAL Expense	0.00	900.00	900.00
College Special Libraries Exp.	0.00	300.00	300.00
DCF Conference	400.00	400.00	0.00
Donations Expense	0.00	300.00	300.00
Government Relations Expense	452.32	575.00	122.68
Intellectual Freedom Expense	112.00	262.00	150.00
Lobbyist Expense	12,000.00	16,000.00	4,000.00
Membership Expense	117.80	600.00	482.20
NELA Representative Expense	0.00	465.00	465.00
NELLS Conference	0.00	500.00	500.00
NELLS Scholarships	0.00	200.00	200.00
Personnel Committee Expense	0.00	0.00	0.00
President Expense	48.43	500.00	451.57
Public Libraries Expense	0.00	500.00	500.00
Secretary Expense	0.00	0.00	0.00
Tax Preparation Expense	0.00	475.00	475.00
Treasurer Expense	24.23	50.00	25.77
Treasurer's Bond Expense	90.00	90.00	0.00
VLA News Expense	132.85	1,600.00	1,467.15
Vt. Library Trustees Assoc. Exp.	0.00	500.00	500.00
Web Site Design Maintenance	0.00	225.00	225.00
TOTAL EXPENSES	14,967.43	27,287.00	12,319.57
OVERALL TOTAL	7,291.57	-4,948.00	12,239.57

Account Balances - As of 5/5/2008

As of 5/5/2008

Attachment B

5/5/2008

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Account	5/5/2008 Balance
Bank Accounts	
Certificate of Deposit	1,711.73
Checking	18,443.43
Checking 2-NYNEX-NYNEX Grant Money	0.00
DOL-Summer Reading-DOL - Summer Reading	1,470.17
J. Swan Endowment-Certificate of Deposit	10,120.06
J. Swan Lecture Series	968.86
TOTAL Bank Accounts	32,714.25
OVERALL TOTAL	32,714.25

[Download](#) this document in MS Word format Attachment C

BILL AS PASSED HOUSE AND SENATE**2007-2008**

S.220

AN ACT RELATING TO THE CONFIDENTIALITY OF LIBRARY PATRON RECORDS

It is hereby enacted by the General Assembly of the State of Vermont:

Sec. 1. 22 V.S.A. chapter 4 is added to read:

CHAPTER 4. LIBRARY PATRON RECORDS**§ 171. DEFINITIONS**

As used in this chapter:

(1) “Library” means a public library as defined in subdivision 101(2) of this title, any college university or school library, or any other library or archive that is open on a regular basis and makes available on site, or circulates, materials to the public without a fee.

(2) “Patron registration records” means library records that contain information a library patron must provide in order to be eligible for borrowing privileges at a library.

(3) “Patron transaction records” means library records that contain names or other personal identifying information that discloses an individual’s activities within a library, including the materials that have been viewed in print or electronic form, research questions posed, materials in any format that the patron has requested through interlibrary loan or has borrowed, or any other library service or consultation that the patron has requested.

§ 172. LIBRARY RECORD CONFIDENTIALITY; EXEMPTIONS

(a) A library’s patron registration records and patron transaction records shall remain confidential.

(b) Unless authorized by other provisions of law, the library’s officers, employees, and volunteers shall not disclose the records except:

(1) with the written permission of the library patron to whom the records pertain;

(2) to officers, employees, volunteers, and agents of the library to the extent necessary for library administration purposes;

(3) in response to an authorized judicial order or warrant directing disclosure;

(4) to custodial parents or guardians of patrons under age 16;

(5) ^{Attachment C} to the custodial parents or guardians of a student, in accordance with the federal Family Education Rights and Privacy Act, by the library at the school the student attends.

(c) Statistical records pertaining to the patronage, circulation activities, and use of any service or consultation the library provides, provided that they do not contain the names of patrons or any other personally identifying information, shall be exempt from the provisions of this chapter.

§ 173. RIGHT OF PATRON ACTION

Any person whose confidential patron registration records or patron transaction records have been disclosed, except as provided in this chapter, is authorized to bring a civil action against the library that disclosed the records.

Sec. 2. 1 V.S.A. § 317(c)(19) is amended to read:

(19) records relating to the identity of library patrons or the identity of library patrons in regard to ~~the circulation of library materials~~ patron registration records and patron transaction records in accordance with chapter 4 of Title 22;

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Vermont Library Association Government Relations Committee Report

During the summer and fall of 2007 the GRC met regularly with members of the Legislative Study Committee that was mandated in the 2007 Act 25. The legislative study analyzed aid for public libraries in 11 states that are comparable to Vermont. The average amount of state support from this sample group was \$2.24 per capita. If we were to receive this amount in Vermont, public libraries would receive \$1.4 million. In 2005 we received \$15,500. It also contained the VLA Case Study, created by the GRC, to inform Vermont Legislators of the issues facing Vermont's public libraries and to make our case for direct state aid. Members of the GRC along with VLA lobbyist, John Shullenberger, worked closely with the committee to provide resources for this mandated document.

At the same time, in collaboration with the VLA Intellectual Freedom Committee, and especially Trina Magi, the GRC worked to create and pass a new confidentiality law for libraries. On both of these legislative initiatives lobbyist John Shullenberger worked diligently to counsel VLA and create opportunities for us to appear and influence (!) members of the House and Senate on both direct state funding and confidentiality.

The GRC organized the annual Library Legislative Day on January 18 at the Statehouse. Librarians, trustees, Friends and supporters gathered to meet with legislators and hear from Vermont authors Howard Norman, Reeve Lindbergh and Philip Baruth in support of state aid to libraries.

In spite of broad legislative support, the initiative for direct state funding did not succeed this year. Exploring creative funding streams outside of or along with the general fund would help to move this important legislation forward in next year's session. The GRC is committed to the proposition that the state of Vermont needs to join the 42 other states that recognize the fundamental importance of libraries in strong communities and provide support for their vital services to Vermonters.

Meetings with the Vermont Telecommunications Authority Board began in March with potential collaborations explored.

Committee Members 2007-2008

Paula Baker
Susan D'Amico
Hilari Farrington
Martin Hahn
Amy Howlett
Marianne Kotch
Marty Reid
Deb Spackman
Lisa von Kann