

Vermont Library Association Board Meeting
May 8, 2013
Eliot D. Pratt Library – Goddard College
10am-noon

Present: Deborah Gadwah-Lambert, Helen Linda, Heidi Steiner, Grace Greene, Shara McCaffery, Wynne Brown, Cindy Weber, Laurel Stanley, Amber Billey, Lucinda Walker.

Present via Google Hangout: Charlotte Gerstein

Meeting Minutes By: Heidi Steiner

Meeting Called to Order at 10:10am

Approval of Meeting Minutes

Laurel motioned to approve the March minutes and Cindy seconded. ***Board unanimously approved minutes.***

Agenda Review

Helen added discussion of the new logo.

Laurel added discussion of updated Scholarship Guideline draft.

Budget Report (Wynne)

Wynne shared the year to date budget with the Board prior to the meeting via email. All looks good. She will also be making two large deposits from memberships and conference registrations.

Conference Update (from John Payne via email)

Heather Grev is managing the Keynote and Bookcart Drill Team. Wynne is handling the registration funds. She estimates we are pushing 250 registrants and gets the sense that is about a break even. She did say PayPal turned out to be a challenge—partly setup issues—there is no way to easily reconcile the payment with the registration (payments coming through a day or two later, credit card name and registrations different). There is a \$1.50 charge for every \$50 fee. There was also an issue with there being no presenter option (free registration) on the registration form. Helen noted there is a lot of setup with PayPal and Wynne did say most has gone smoothly.

Kip is still doing the nametags. Sam is working on the program and John will have it printed next week. John will finalize food orders once he has numbers more or less. John also encouraged everyone to check in with their presenters on final needs. He noted we will need to discuss a survey to distribute after the conference.

We are now set for what is going to happen for the Welcome. Deb will do the VLA Awards, Grace is doing retirements, and Mara will do DOL certificates, introduced by Deb.

The Board also determined the agenda for the Annual Meeting. 1) Deb's welcome and Presidential address. 2) Budget report from Wynne. 3) Elections with Heidi. 4) Membership report from Cindy. 5)

Helen announces all the things: new logo, swag store, new committees, Technical Services Section, etc.
6) Finally, the new presidential address from Amber. Deb will introduce each person.

Nominations Committee and Related... (Heidi)

Heidi ran down the current state of slate and there was general discussion. Current remaining openings included VP/President-Elect, Conference Chair, and Scholarship Committee Chair, as well as recruiting a Treasurer in Training to eventually take over for Wynne. Grace offered to reach out to the names she suggested over the listserv for VP/President-Elect.

In a previous conversation Dairy had mentioned to Amber that the rule used to be that all VPs served on the Conference Committee. Amber thinks this should be reinstated to at least making it the VPs' responsibility to ensure someone is representing the Section on the committee.

Wynne noted the Conference Chair gets paid a \$1000 stipend. Many Board members were not aware of this. Much discussion followed about potential names and how to approach. There was question if any of remaining current committee members would be willing to Co-Chair.

Amber noted the importance of sections having regular programs outside of the Annual Conference. Wynne said that sections should not be charging for events because we have money. We should be putting that money back into programs, so if a Section President has a good idea, just bring it to the Board for approval and we will pay for it. VLA must work harder at building community outside of the Annual Conference. This means not even things just section specific, but also regional meetups to connect across library types. Ideas like coffee sponsored by VLA, etc. were thrown around.

Scholarships/Scholarship Committee - Laurel

Laurel provided updates to the previous draft via email prior to the meeting. She added a date per the Board's previous discussion (awarded on March 1st of each year). She also added that the MLIS/MLS scholarship check will be sent directly to a recipient's program. Additional criteria #2 and #3 were added, as well as the last sentence. The guidelines were kept purposefully loose so it can be flexible.

There was discussion of adding a VLC scholarship, but thoughts are something like that should be separate from the \$500 continuing education awards. The Scholarship Committee needs to work through a lot of the details and questions. Wynne noted the document should be short and sweet and the committee will work through the issues. It's not like a bylaw document. The Board also discussed the requirement to explain monetary need and what exactly the intention was. This again was determined as an item for the committee to address.

Helen moved we approve the document as amended. Numerous members seconded. Board unanimously approved the Scholarship Guidelines.

Bags with Logo - Amber

Catalyst Design, a local shop in Burlington, can print tote bags with the new logo for us. They estimated a \$7-8 production cost, so if we sell them for \$15 can feasibly make about \$7 profit. Once the printers see our image they can provide a budget. Amber will forward the email from the company to the Board with the details.

Deb asked logistically who the point person at Conference would be: in charge, keep the bags, manage the money and actually sell them. Also where would they be sold location wise at Conference? All agreed they should be available in the morning, at lunch and end of the day. Deb will talk to John about possible arrangements.

Amber shared results of her survey on logo options prior to the meeting. General discussion of the color choices (solid green and sunset) followed. Green won the vote narrowly and many liked sunset. Heidi noted the color scheme of sunset would be very hard to work with on the website. Amber said we get black and white no matter what. Ultimately the Board stuck with the b&w and solid green.

Section Reports

With time running out there were a few quick reports.

Cindy reported we have 331 members now and there were 330 at this time last year. Hooray!

Shara noted that thanks to Amy Howlett the Public Library Salary Survey 2012 report is now available. She also said to think about if the academic libraries are ready to do their survey.

Grace gave a quick report from VTLib.

- Marty has already met with incoming Government Relations Chair, Selene Colburn.
- The Vermont Online Library committee has just reconvened. All of the contracts are running out, so there will be a survey and RFP will go out.
- Public libraries are getting involved in the massive development project happening in the NEK.
- Marty is waiting on the budget.

Meeting adjourned at 12:10am.

Next Meeting on Tuesday, May 21st – Annual Meeting at VLC from 1:30-2pm.