

**Vermont Library Association**  
**Board Retreat at Goddard College**  
**June 10, 2015**

**Voting Members Present:** Virgil Fuller, Margaret Woodruff, Toni Fortini Josey, Kelly Tomaseski, Laura Crain, Kevin Unrath (via Skype), Kelly McElligott, Nicole Westbom, Selene Colburn, Helen Linda, Shara McCaffery, Jessica Summer, Charlotte Gerstein, Karson Kiesinger

**Non-voting Members Present:** Bethany Dietrich, Ian Gauthier, Amy C. Grasmick, Tom McMurdo, Amanda Perry, Marty Reid, April Shaw, Amy Wisehart (replaces Charlotte 7/15), Howard Burrows

**The meeting was called to order by Virgil at 10:09am.**

***Department of Libraries Update with Marty Reid, State Librarian:*** (see attachment) Marty will be attending all VLA meetings this year to increase VTLIB and VLA's ability to work together. All Vermont libraries were encouraged to join the online library. The State of Vermont Board of Libraries likes having a VLA representative present at their quarterly meetings (second Tuesday of the month). Usually this is the Vice President's responsibility. This year's budget was cut by 17%, including four positions. The State Library will be cutting back hours beginning July 1st. They are also discussing possible cooperation with the state archive. According to library feedback, resource sharing is the most valued service provided by VTLIB. Be prepared for possible price increases to online databases come January. There have been no increases in the past ten years. VTLIB is looking to replace the VALS system. Marty is hearing a lot from librarians about being interested in a statewide catalog. The State Library is ending their partnership with the UVM Access program after several decades. As a result, Mara Siegel will be back to the State Library full time. The Himmel & Wilson ([www.libraryconsultant.com](http://www.libraryconsultant.com)) consulting firm have been hired to update the state's strategic plan, staffing, etc. Marty reported that there will be changes in structure and responsibilities of staff. The VTLIB is working on showing impact, results-based accountability.

**MOTION:** Toni Fortini Josey made a motion seconded by Helen Linda

**TO APPROVE THE MINUTES OF THE ANNUAL BUSINESS MEETING HELD ON MAY  
19, 2015**

**YES: 14**

**NO: 0**

**ABSTAIN: 0**

## **OFFICERS' REPORTS**

**President:** Virgil reported that the Passport to VT Libraries program which runs from June 1 -September 1 is doing very well with approximately 95 libraries participating. The Facebook page has over 200 likes. Jessamyn West started a Mailchimp account to keep participating libraries up to date. Numerous press releases were sent out resulting in being picked up by VPR (<http://digital.vpr.net/post/passports-vermont-libraries-encourage-literary-exploration>) and ALA sites. Virgil met with Marty Reid last Wednesday to discuss several topics including creating a challenged book policy for each library and VLA being advocates for VTLIB.

**Vice President:** Margaret is very excited to be serving.

**Past-President:** Toni is working with Trina Magi to find a grant to ensure all public libraries have access to the Intellectual Freedom manual. She is also working on an organizational calendar.

**Treasurer:** This report was given by Toni as James Allen was not in attendance (see attachment). Jimmy found some funds that were incorrectly reported, so he is working to remedy this. Due to the complexity of the Treasurer's position, it was recommended that adding a Treasurer-elect would allow the new person the opportunity to shadow the current officer. The Nominations Committee will work on the logistics of this. Charlotte Gerstein brought up the idea of a paid executive director. Leadership is also looking into the hiring of a bookkeeper.

**ACTION ITEM:** Marty asked to be provided with copies of the 2015/2016 budget and financials of the annual conference.

**Secretary:** Kelly thanked everyone for the opportunity to serve.

## **SECTION & COMMITTEE REPORTS**

**College & Special Libraries Section:** Laura reported that Bethany Dietrich was elected section Vice President at the CSL conference meeting. Members who attended this meeting were interested in a fall session of what's new at your academic library, including tips/trick/techniques for instruction.

**Public Libraries Section:** Kevin reported good attendance at the section conference meeting. Members were interested in finding out how public libraries can work to advocate.

**Technical Services Section:** Kelly McElligott reported that the book repair workshop offered at the conference was very successful and she would be willing to offer it again in the future. NACO training occurred yesterday. NACO is the Name Authority Cooperative Program whereby participants contribute authority records for personal, corporate, and jurisdictional names; uniform titles; and series headings to the LC/ NACO Authority File.

**Trustees Section:** Howard reported that combining the Trustee and Friends sections was discussed at the conference meeting, along with regional gatherings of trustees. He also encouraged trustees to become individual members of VLA. To that end, Howard asked VLA to create a mechanism by which trustees could interact more easily with the VLA Board. He also suggested the creation of a Friends award. Finally, he wants to see the section adopt a past president, president, president-elect structure.

**Youth Librarians Section:** Nicole reported that the section is working on creating a workshop where youth staff could learn how to use social networking tools to get teens into the library. Another section goal for the year is regional Summer Reading Program performer panels.

**Awards Committee:** Amy asked if the awards portion of the website should include awards ceremony remarks and/or why people were honored. The general consensus was that a few paragraphs detailing why the person was honored would be helpful.

**ACTION ITEM:** Add some detailed information to the website as to why individuals received awards

**Department of Libraries Representative to the Board:** see Marty's report

**Government Relations Committee:** Selene reported that the committee is heading into the third year following its relaunch. Much of the past year was spent reacting to cuts to the VTLIB. They are looking for direction on advocacy at the municipal, state, and national levels. This year's priorities include evaluating the usefulness of an action alert tool such as Capwiz, looking for new committee leadership, and planning legislative outreach events (ex. Legislative Breakfast). Marty commented that action alert tools are helpful, but it's also important not to lose that hometown/personal feel we have with many of our elected officials. Howard recommends Trustees/ Friends getting involved in this group.

**Inclusion Committee:** Amanda reported that they are hoping to grow the committee (currently only three members). This past year they revised their mission statement: The VLA Inclusion Committee will advance awareness and improve service to a wide range of often underserved populations in Vermont by aggregating and disseminating

resources related to collection development, literacy, the digital divide, and social services. Goals for the year include finding a self-assessment tool for inclusion practices and providing resources for diverse collections.

**ACTION ITEM:** Marty recommended that committee members be listed on website.

***Intellectual Freedom Committee:*** no report

***Membership & Outreach Committee:*** Helen reported that we now have 308 members, 51 of which are new members. VLA now offers online payment and registration forms. They are looking for new committee leadership. The conference brought in \$150 worth of tote bag sales.

***Personnel Committee:*** Shara reported that they are currently conducting a staff survey for public librarians. She asked for any specific questions people may want answered. An academic survey will be started in the coming months, and any ideas on how to best approach this task are welcome. The committee is continuing to work on the mentor program.

***Scholarship Committee:*** April reported that VLA awarded the first graduate school scholarship this year. The committee is currently working on the creation of a continuing education scholarship. Toni suggested that any continuing education scholarship winners be required to complete a write up about the conference. Kelly Tomaseski suggested awardees be required to volunteer a small number of hours to VLA.

***Conference Committee:*** Jessica thanked everyone for a successful conference. We are experiencing a minor dispute with Champlain College concerning the number of people at the conference—lunch count vs admin costs do not corroborate. This was the best attended conference in recent memory with lots of positive feedback. The committee is working to create a conference planning manual. Jessica is currently accepting quotes for next year.

***American Library Association Councilor:*** Charlotte attended the virtual membership meeting last week. The Social Responsibilities Roundtable brought up divesting ALA holdings from oil companies as a possibility. (A majority of those in attendance at the VLA Retreat were in favor.) The State of the Chapter report is coming up so Charlotte will be asking for stats. She also encouraged people to go to the ALA Boston Midwinter Meeting being held January 8-12, 2016. ALA is currently revising the Library Bill of Rights. Finally ALA has been very active in advocating for the USA Freedom Act.

***New England Library Association Representative:*** Karson reported that most of the people she talked to at the conference were unaware of NELA. Librarians located in

the southern part of the state are looking to do an informal get-together. September 9<sup>th</sup> the President of NELA will be attending our Board meeting in an attempt to strengthen ties between NELA and VLA.

### **NEW BUSINESS**

***Collaborate with ALA on Membership Dues:*** There is interest in offering students a deal to join both VLA and ALA. Howard wondered if the same deal could be offered to Trustees. Jessica reported that only two other states of similar size offer joint membership to students (Rhode Island and Alaska).

**ACTION ITEM:** Charlotte will research how membership fees are split with ALA.

***Collaborate with NELA on Membership Dues:*** Virgil reported that NELA has a partnership with New Hampshire that allows NHLA members to join NELA for an additional \$20.

**MOTION:** Helen Linda made a motion seconded by Rachel Gravel

**FOR VIRGIL FULLER TO IMPLEMENT A MEMBERSHIP PARTNERSHIP WITH THE NEW ENGLAND LIBRARY ASSOCIATION ON BEHALF OF THE VLA**

**YES: 14                      NO: 0                      ABSTAIN: 0**

***Conference & Membership Fee Structure:*** Jessica researched fee structures for membership and conferences. There is the possibility of implementing a \$1-5 fee for section memberships that would go toward hosting a separate section conference. Vermont is the only state that offers a one day conference, which makes it difficult to schedule all the necessary components. Jessica recommended working towards mending bridges with VSLA by asking them to have a representative on the Conference committee. A partnership with VT Live was also suggested in order to have some areas of conference count toward credit. Marty said VTLIB is willing to help with the preconference, but does not want to take an audience away from rest of the conference. She also reported that VTLIB is looking at reworking the state certification program. Jessica always hears there is not enough time for networking at the conference. She is looking at the possibility of a 2-day conference starting in 2017. Toni recommended increasing preconference offerings to ease people into the new structure. Jess and Helen will work together to create an increased membership/conference fee structure which will be presented in September.

**The meeting was adjourned by Virgil at 12:28pm for lunch.**

**The meeting was called back to order by Virgil at 1:07pm.**

Beth Dedrick joined the meeting.

**Emergency Fund:** Toni presented the following, “The Vermont Library Association Emergency Financial Assistance Fund is established in order to provide a one-time monetary award to any VLA individual member in good standing of a dollar amount award not to exceed \$500 in a given calendar year. The Emergency Fund shall be awarded to any member who has demonstrated a financial need due to unexpected circumstances resulting in the need for financial assistance. Recipients must be currently working in a Vermont library as a permanent employee.” It was suggested that the award could be funded by having a specific donation line on the membership form, or a set percentage of the membership fee could go towards this fund. Specifics were discussed such as: the recipient must be an individual member; applications could be submitted at any time; more than one grant per year could be awarded if funds permitted. Other suggestions included the opportunity to pay for administrative fees in addition to your donation and the removal of the \$500 limit. Helen suggested collaborating with other organizations to create the fund. Tom wondered what criteria would be used; would applications be denied? The Network for Good was discussed. Margaret suggested a lawyer review the wording and criteria. Toni will continue to research and fine tune the details.

**Continuing Government Relations:** Selene reported that recently the committee focused on the legislative level. She reiterated the need for VTLIB and VLA to have the same message. Kevin reported that the PLA section was very interested in advocating for public libraries. Marty feels we need to inform the public locally about the services we provide and build a base. Selene questioned if Legislative Breakfast 2.0 should be scheduled. Tom asked about the plan for dealing with next year’s budget cut. Selene does not support state funding for public libraries at this time due to the current economic environment.

**Library Advocacy:** Kevin reports that there is a lot of enthusiasm in public libraries for advocacy. However, he agrees that state funding is not possible in the coming year, but should be reserved for a better fiscal climate. He encouraged VLA to focus on advocacy at the legislative level. Margaret mentioned the need for a branded/ targeted message. Charlotte reminded librarians of the importance of being visible in your own communities—toot your own horn. Helen spoke about the value of making a personal connection with library non-users—the library has something for everyone.

**Adding GMLC/VSLA Representatives to our Board:** Jessica would like to add a VSLA representative to the conference committee. Helen stated the importance of offering a reciprocal VLA representative to their board/committees. Nicole is willing to go to VSLA as a representative.

***VLA Leadership Workshop:*** Toni asked the Board to brainstorm ideas for additional continuing education opportunities for leadership. The NELS workshop that is offered every two years was specifically discussed. Toni volunteered to work on organizing this. Charlotte suggested creating LLAMA (Library Leadership & Management Association) committee. Selene recommended talking to the Snelling Center about resources they employ.

***Locations of upcoming board meetings:***

- September 9, 2015—Marlboro College Graduate Center--28 Vernon St, Brattleboro
- November 18, 2015—Hartland Public Library—153 Route 5, Hartland
- January 13, 2016—St. Michael's College—One Winooski Park, Colchester
- March 9, 2016—Mid-State Library Service Ctr—578 Paine Trnpk North, Berlin
- May 11, 2016—VT Tech College—2 Main Street, Randolph Center

All meetings are scheduled to run from 10:00-12:00pm, unless otherwise noted.

**The meeting was adjourned by Virgil at 2:44pm.**

Respectfully submitted,

Kelly L. Tomaseski  
VLA Secretary