

**Mississippi Library Association
Executive Board Meeting
December 9, 2016
2016 Board – Meeting 1
Mississippi Library Commission, Jackson, MS**

Executive Board in Attendance:

Molly McManus, President
Jenniffer Stephenson, Vice-President
Jamie Wilson, Secretary
Blair Booker, Treasurer
Patsy Brewer, Immediate Past-President
Ellen Ruffin, ALA Councilor
Rickey Jones, Trustees Section Chair
Michele Frasier-Robinson, ACRL Section Chair (via phone)
Barbara Price, MLA Administrator and Parliamentarian

Also in attendance:

Jennifer Todd, Tina Harry, Phillip Carter, Susan Cassagne, Sarah Mangrum, Elizabeth Simmons, Barbara Evans, Jesse Pool, Brian Young, Ashley Biggs, Ed Hughes, Sheila Cork (via phone),

President Molly McManus called the meeting to order at 11:06 a.m.

The roll call sheet was passed around.

The agenda was approved with a motion by Blair Booker and a second by Ellen Ruffin.

The minutes from the 10/18/2016 meeting were approved with a motion by Blair Booker and a second by Ellen Ruffin.

Old Business: None

New Business: None

MLA Officers and Staff Reports:

Secretary Jamie Wilson

- No report

Treasurer Blair Booker

- Presented the Treasurer's Report of Revenues and Expenses as of November 30, 2016. There are new categories like Dues and Memberships included in the report. The Accountant noted that MLA is solvent.
- Jenniffer Stephenson and Patsy Brewer requested that the National Legislative Day budget be adjusted in the future, so as to reflect the actual expenditures. The actual expenditures are now much lower than what they were in the past.

- Molly McManus asked if the report could be changed to start and end during the calendar year, and Barbara Price noted that the accountant already plans to start doing this in January 2017.

President Molly McManus

- Barbara Price Retirement: Molly McManus presented Barbara Price, outgoing MLA Administrator, with a retirement plaque and roses. Barbara Price was recognized for her service to MLA and career.
- MLA Administrator Advertisement: The MLA Administrator position has been posted to the MLA listserv and the MLA website. Although interest has been expressed in the position, no applications have been submitted. Molly McManus asked for MLA members to spread the word about the position.
- MLA Administrator Position Description: Molly McManus asked that the MLA Administrator position description be ratified.
 - Motion: A motion was made by Jamie Wilson to ratify the MLA Administrator position description and Rickey Jones seconded. The motion passed.
 - Molly McManus asked Jamie Wilson to work with the Web Committee to update the MLA Handbook with the changes to the position description.
- Advocacy Committee: Jennifer Smith, as the ad-hoc Advocacy Committee Chair, requested that the committee become an official committee.
 - Motion: Jennifer Stephenson made a motion for the Advocacy Committee to become a permanent committee and to add the committee to the MLA Handbook. Ellen Ruffin seconded. The motion passed.
 - Jamie Wilson will work with the Web Committee to make the appropriate changes to the MLA Handbook.
- National Library Legislative Day: The National Library Legislative Day will be held May 1-2, 2017, and it will once again be held at the Liaison Hotel in Washington, D.C.
 - Susan Cassagne updated the group on the rates and the availability of a government rate at the hotel.
 - The group noted that the three attendees from MLA would likely stay Sunday-Wednesday.

Vice-President Jenniffer Stephenson

- MLA Conference Review: Reported that the MLA Conference in Vicksburg in October went well.
 - The profit is estimated to be \$11,000-\$12,000.
 - Once the LSTA grant is applied for and received, additional funds will be received to offset conference costs.
 - Jenniffer Stephenson will submit information about the conference to Tina Harry for inclusion in the next *Mississippi Libraries*.

- Membership dues are up compared to what was budgeted, and there were 70 first-time attendees at the conference.

Past-President Patsy Brewer

- Announced that the Past Presidents Breakfast was successful. The Past Presidents Award was presented to Audrey Beach at the conference.

MLA Administrator Barbara Price

- Reported that 83 CEU certificates were sent out after the conference.
- There were two items left from the Silent Auction that could be saved for next year.
- Barbara Price has been receiving bids for the upcoming MLA conferences from the RFP process.
- Barbara Price is working to organize files in preparation for the new MLA Administrator.

ALA Councilor Ellen Ruffin

- Reported that there is a grant available from the ALA Public Programs Office, and she is encouraging applications from Mississippi libraries.
- Ellen Ruffin is encouraging applications for the Scholastic Library Publishing Award. The annual award consists of \$1,000 and a 24k gold-framed citation presented to a librarian whose "unusual contribution to the stimulation and guidance of reading by children and young people" exemplifies outstanding achievement in the profession. The deadline is February 3, 2017.
- Ellen Ruffin will be attending ALA Midwinter in January in Atlanta.

SELA Councilor Melissa Dennis

- The Board discussed the term for the SELA Councilor, and it was stated that the SELA Councilor is a four-year term. Melissa Dennis is in her third year out of four-year term. March 2017 will be the time to elect a new SELA Councilor.

MLC Executive Director Susan Cassagne

- Expressed appreciation to MLA for agreeing to the lawn party for the 2017 State Library Legislative Day.
- Noted that advocacy needs to come from MLA, not MLC. Stressed the importance of MLA performing advocacy because public libraries depend on the State library budget.
- The Governor's budget recommendation for fiscal year 2018 was released in November, and it called for a \$197,000 reduction in MLC's budget. The State Joint Legislative Budget Committee's recommendation was released in December with a \$348,000 cut, which equates to 3% of MLC's budget.
- Reported that the education enhancement funds were currently \$40,000 short, and the funds are on track to be \$100,000 short by the end of the fiscal year.
- Travel at MLC has been cut in half.
- Molly McManus noted that many state library advocacy organizations have paid lobbyists to help with funding issues and it is something the Board will discuss later in the meeting.

Section Reports:

ACRL Libraries: Michele Frasier-Robinson reported that Mary Beth Applin will be the new MLA-ACRL Chair. Vice Chair and Secretary elections are underway. The Conference session went well and helped attendees get a better understanding of the ACRL Framework.

School Libraries: Elizabeth Simmons reported on behalf of Venetia Oglesby that the annual report was submitted.

Special Libraries: Sheila Cork was introduced via phone as the new Chair. The annual report had been submitted.

Trustee Section: Rickey Jones reported that he is in preliminary talks with Jenniffer Stephenson to host talks around Mississippi about the role of Trustees. Molly McManus thanked him for his efforts and service to MLA.

Roundtables and Committees Reports:

Mississippi Libraries:

- Tina Harry reported that EBSCO has proposed inclusion of *Mississippi Libraries* in its EBSCO Discovery Service indexing. The Board agreed that this was a good idea.
 - Motion: Molly McManus moved to take the recommendation of the *Mississippi Libraries* editor to include *Mississippi Libraries* in the EBSCO Discovery Service. Blair Booker seconded. The motion passed.
- The Winter issues of *Mississippi Libraries* is forthcoming, but Tina Harry is waiting to get the membership survey information and conference recap.
- Tina Harry presented revisions to Chapter 6 of the MLA Handbook. Changes included:
 - Striking information about the Coordinating Committee
 - Striking information about advertising since it now irrelevant with *Mississippi Libraries* in the online format.
 - Motion: Blair Booker moved to accept the recommendation by Tina Harry to update Chapter 6 of the MLA Handbook with the revisions presented. Patsy Brewer seconded. The motion passed.
 - Jamie Wilson will update the MLA Handbook with the changes.

Ad Hoc Outreach Committee:

- On behalf of the committee, Phillip Carter recommended that the Outreach Committee should become a permanent committee.
 - Motion: Jenniffer Stephenson moved to adopt the Outreach Committee as a permanent part of the Mississippi Library Association with the recommendation of the Ad Hoc Outreach Committee for the committee's purpose, organization, and duties. Rickey Jones seconded. The motion passed.
 - Jamie Wilson will update the MLA Handbook to add the Outreach Committee as a permanent committee.

Fiscal Management Committee:

- Patsy Brewer reported that Regions Bank needed the Articles of Corporation for MLA from 1967 in order to open the iShares account. She was able to purchase a copy of the Articles for a fee of \$68.00 from the Mississippi Secretary of State's Office. The Articles of Corporation were presented to Regions Bank.

- On behalf of the committee, Patsy Brewer presented the proposed budget for FY 2017.
 - The National Legislative Day Reimbursement will be revised down in the future.
 - A new line item was added for MLA Promotional Materials with a budget of \$1000.00
 - The total of the report was \$89,140.
 - Motion: Ellen Ruffin moved to accept the proposed budget. Blair Booker seconded. The motion passed.

Long Range Planning Committee:

- Barbara Evans reported that the afternoon meeting at the conference for the worked well at that time.
- Jesse Pool will be the new Co-Chair along with Brian Young.

New Member Roundtable:

- Molly McManus reported that Jorge Brown is still helping to search for a new Chair for the NMRT. Forty people attended the NMRT session at the conference.
- Motion: Jenniffer Stephenson moved that the New Member Roundtable section of the Handbook should be moved to the Roundtable section of the MLA Handbook.
 - Jamie Wilson will update the MLA Handbook with this change.

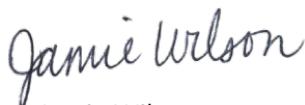
Membership Committee: Ashley Biggs asked if the Membership Committee should continue as a committee since one person usually does the coordination and work. She suggested that the committee could become a liaison position instead. Molly McManus noted that Ashely has done a great job on this committee, and she suggested that the MLA Handbook should be used as a guide for any future changes. Molly McManus also noted that there are no other liaison positions currently in the organization. Ashely Biggs offered to help define a description if the Board would like to make a change.

Web Services Committee: Jennifer Todd reported that the annual report was submitted.

The meeting had a recess starting at 12:24 p.m. The meeting restarted at 1:07 p.m.

Ellen Ruffin moved to adjourn the meeting, and Blair Booker seconded. The motion passed. The meeting was adjourned at 1:35 p.m.

Respectfully submitted,



Jamie Wilson
Secretary