

**Minutes**  
**Georgia Library Association**  
**Executive Board Meeting**  
**April 29, 2005, Macon, GA**

Present: Carol Stanley, Patty Phipps, Debra Skinner, Ann Hamilton, Bob Fox, Julie Walker, Susan Cooley, Debbie Holmes, George Gaumond, Katherine Gregory, Laura Burtle, Megan Medearis, Chris Gabriel

**Call to order and welcome**

Julie Walker called the meeting to order at 10:10 am.

**Approval of minutes**

The minutes of the February 4, 2005 executive board meeting were approved as distributed.

**Treasurer's Report**

Carol Stanley presented the latest treasurer's report. Income was adjusted downward from the original projection for the year due to lower than expected revenues from the 2004 COMO. This adjustment means that there will not be any surplus. Bob Fox reported that the A/V costs for COMO 2004 were much higher than anticipated. Presenters will be asked to bring their own equipment for COMO 2005.

**Membership Report**

Patty Phipps reported that she attended the Children's Services Annual Conference (CSAC) on February 11. She did not get any new memberships, but had some good interactions. Patty would like to initiate email communications including membership renewal reminders and thank yous for joining. Additionally, letters asking why a member isn't re-joining were requested. She will work on this with Gordon and Bob.

Membership figures were presented. Categories for additions and drops per category should be added – Bob will look into whether he can do that.

Bob will arrange for a GLA table at COMO. He encourages Board members to sign up for an hour or two working at the table.

Using PayPal for membership payments was discussed. Bob suggested we look into this topic this summer. He also suggested that Clark Systems could handle credit card payments instead of PayPal. They charge 2 1/2% instead of a per-transaction charge, plus a monthly fee. That fee is already paid some months for COMO registrations, but the additional months would need to be added. Bob and Gordon will have a recommendation for the next Executive Board meeting. When online payment is in place we will also use an online membership form.

The question was raised of joint membership with ALA for paraprofessionals. Ann said that currently there is not a joint membership option, but there is some kind of discount for the ALA membership.

The question was raised of an incentive-based membership drive or referral incentive. Bob commented that the paraprofessional division had a membership drive last year with a COMO registration as the incentive (GLA did not fund this). Following discussion, it was decided that July, August and September would be the drive period, and that 5 scholarship raffle tickets would be the incentive per referral (the person who does the referring gets the tickets). The referrer should tell Bob who they referred, and if the referred person joins, the referrer gets the tickets. GLA will fund the tickets. Publicity will be via the GLA, Public Library Directors, RACL, DTAE, and K-12 listserv, an advertisement in the July GLQ, and on the website. The chair of the Scholarship Committee should be notified.

### **Administrative Services Report**

Bob Fox reported that they are processing memberships, maintaining the listserv, and responding to queries. The mailing list was sold to the University of Alabama. The new members list was provided to Susan Cooley. Scholarship donation acknowledgement forms were created for the chair of the Scholarship Committee.

### **GLQ Editor's Report**

Susan Cooley distributed the GLQ financial report. The latest GLQ issue was just mailed. The next meeting of the editorial board is July 22 at GPC Dunwoody. The next deadline is June 1.

### **ALA Councilor's Report**

Ann Hamilton reported that as of late April about 18% of the membership had voted in the ALA election. Ann will be going to the ALA annual conference early for the Thursday strategic planning meeting for the Chapter Relations Committee. Ann will become chair of that committee following the meeting. There is a membership pre-conference, which Patty Phipps is planning to attend. The *Ahead to 2010* revised strategic plan will be reviewed. Someone from ALA will talk about it at COMO.

### **SELA Report**

Ann Hamilton reported that the leadership workshop is May 13. They will be planning for the next conference, which will be in Memphis in April 2006.

### **Division Reports**

#### **Academic Library Division**

Debbie Holmes reported that they are working on COMO program proposals and ALD papers.

#### **New Members Roundtable**

Katherine Gregory reported that she sent an email to the new members about the committee. She may also send a message to the listserv announcing that she is looking for members for the committee.

### **Paraprofessional Division**

Chris Gabriel reported that they are looking into doing a new member drive. They have an awards committee working on awards for this year. They are working on COMO proposals.

### **Public Library Division**

George Gaumond reported for Debbie Manget. Jane Hildebrand is working on the author track, and Debbie is working on the reception and luncheon for COMO.

### **School Library Division**

Megan Medearis is the new chair. She asked for advice on what she should be doing. Suggestions were programs for COMO, soliciting members (she think she is currently the only member), and the GLMA/GLA School Library Division luncheon at COMO.

### **Special Libraries Division**

There was no report.

### **Friends, Trustees, and Advocates Division**

Bob Fox reported for Gordon Baker. Gordon made contact with the ALA division (ALTA) and is gathering information. He hopes to have more plans by the next board meeting.

### **Interest Group Council**

Debra Skinner reported for Elaine Yontz. The webpage has been updated. She is looking for suggestions as to what to do about Interest Groups without leadership. Bob will send a list of the group members. There is concern about COMO scheduling – last year interest groups with more than one program had those programs scheduled at the same time. George suggested that it is made very clear on the proposals when they are for a sponsored program. In future years a line will be added to the proposal form for that information.

### **Committee Reports**

#### **COMO Committee**

Julie Walker reported that the proposal forms are out, and are due May 31. The planning meetings have been delayed so there is not a lot of information. The exhibitor forms are going out – 250 packets. There will not be a Wednesday opening reception, instead there will be a Thursday morning kick-off breakfast. They are actively seeking sponsors for COMO, space in the printed program and breaks are available for sponsorship. The exhibitor fees had to be raised this year due to the convention hall charging \$340 instead of \$300. There is no contract yet for 2006 – possibilities are Athens, Augusta, Peachtree City, and Rome. Julie asked what people thought about the GLA banquet being more of a “party” instead of the more formal reception. The response to the idea was positive, and Katherine suggested that perhaps the NMRT could help. Any volunteers should contact Julie. GAIT is in charge of the program this year. There should be 2 or 3 GLA representatives on the program committee.

#### **Long-Range Planning Committee**

Carol Stanley reported that the committee has met. The “current” document they have, which seems to be quite old, still says DRAFT. She asked if the Board ever acted on it. Ann thinks the Board did approve it. Carol will check old minutes. The committee will

start from that document. They plan two documents – one for general goals and another for actions to take.

### **Hubbard Scholarship Committee**

Laura Burtle reported for Liz Bagley. The chair has received 7 completed Hubbard Scholarship applications as of 4/27/05 and anticipates completion of at least 2 more by the May 1 deadline. The committee expects to meet at the Vinings Public Library on May 17 to review applications, plan for the COMO Raffle, and to decide on criteria for the future Beard Scholarship. It is understood that not enough interest is built up on the scholarship principal this year to allow for an award, but there likely will be enough next year for at least some funding. For criteria, it was suggested that the "runner-up" for the Hubbard get the Beard. Necessary Bylaws adjustments will also be considered and then officially proposed. The Board agreed with the suggested criteria for the Beard Scholarship.

### **Old Business**

Julie reported there are now personnel at GPLS to move forward with transfer of the GLA website to GPLS. Laura asked some questions about the website, including whether there was support for replacing the current news and calendar functions with a blog instead. There is support. There is also support for someone blogging or podcasting on the site from COMO.

A question was asked about the status of the transfer of the GLA archives from Emory to Valdosta. It is not done. George and Julie will see what needs to happen to complete that transfer.

### **New Business**

There was no new business.

The next meeting will be on July 8 at the Rome public library at 10:00 am.

The meeting was adjourned at 11:40.

Respectfully submitted,  
Laura Burtle, GLA Secretary.