

## GLA Executive Board Meeting

January 16, 2015

### GLA MidWinter Planning Conference – Clayton State University

**Present:** Ariel Turner, Ashley Dupuy, Lace Keaton, Cathy Jeffrey, Karen Manning, Lorene Flanders, Rita Spisak, Virginia Feher, Susan Morris, Carolyn Fuller, Geri Mullis, Gordon Baker, Kara Mullen, Angela Megaw, Tammy Henry, Annessa Roberts, Tamika Barnes, Eli Arnold, Benjamin Barton, Jennifer Young, Elizabeth McKinstry, Linh Uong, Cathy Jeffrey, Oscar Gittemeier, Amy Elkund, Julie Higbee, Jean Cook, Kathleen Holcomb, Sarah Maudlin

#### I. Call to Order and Welcome

Lace Keaton called the meeting to order at 2:38PM. The minutes from the meeting on October 1, 2014 will be approved at the next meeting – no copy available at this time.

#### II. GLA Reports

1. **Approval of Minutes – October 1, 2014 Meeting:** No minutes to approve at this time.

2. **GaCOMO 2014 report** (Susan Morris):

- COMO 26 was a success and COMO 27 is off to a great start.
- Detailed registration numbers: 568 people registered. Of that 568, 315 registrations were members of GAIT, SELA, or GLA, with 165 non-members, 20 on-site, 60 vendors. There were 13 registrations from GAIT members, 1 GAIT/GLA dual member registration, 231 GLA member registrations, 43 GLA/SELA dual member registrations, and 47 SELA member registrations.
- Money was made on GaCOMO this year, amount to be determined after dividing profits among participating associations (GAIT, GLA and SELA).
- GLA members played a large part in COMO, and Susan referenced the last page of the program for specific names of individuals. While COMO is very important as the nearest thing to a statewide library conference, Susan would like to see that GLA as an organization strives to see that its interests and activities go beyond such heavy focus on COMO alone. Camille McCutcheon (SELA president) was a great help in planning COMO 26, and Lace Keaton (GLA president) and Michelle Lenderman (GAIT president) will be co-chairs of the planning committee this year.
- Cathy Jeffrey asked where the non-members who registered came from. Susan responded that there was no place on the form to specifically state, so it's not clear. She did check for GLMA members, and there were 4 registrations that acknowledged GLMA association.
- Discussion: Would it be better to have someone other than the current GLA President be chair of the COMO Planning Committee, as long as the current COMO structure remains in place?
  - General consensus that COMO is very time-consuming, and concerns about the President or President-Elect being completely occupied by COMO.
  - According to the handbook, the GLA President-Elect chairs the Conference Planning Committee – should we amend the handbook, since the President historically chairs the committee?

- Suggested third option of a separate COMO chair.
- Lace: This year the planning committee will be co-chaired, so it should lessen the burden. May return to discussion of COMO Planning Committee Chair at a later time.

### 3. Treasurer's Report (Ashley Dupuy)

- Distributed Profit & Loss (See [Appendix I](#))
- Profit of \$29,380.36 from COMO, to be split among organizations (GAIT, GLA and SELA). GLA should make around \$20K of that profit.
- Most money comes in through registrations and vendors/booths, but usually not until June/July. The Convention Center and Hotel were the largest expenses. This year Augusta took care of everything through one organization, though we used CCRT for registration last year. Will likely use CCRT again this year in Athens. They take a portion of the registration, based on how many people register. A significant portion of the budget goes to vendor setup folks – this year was BlueChip Expo. So far no budget meeting and no budget for 2015 yet.
- It's time for the yearly audit, through the Henry County Bookkeeper. No checks will be written from today to early February.
- Budget looks good. Scholarships funded mainly through raffle proceeds, despite CD.
- Discussion: Why do we have funds in a CD?
  - Endowment funds were moved from separate Morgan Stanley accounts to CDs several years ago for ease of access. Difficult to have investment accounts for this organization with constant change in leadership. These CDs will mature in the summer.
  - Will leave funds in CDs for now, they function basically as Savings accounts. Ashley will look into a potential Money Market account.
- Concern that the amount of advertising funds for GLQ reflected on P&L is inaccurate. Potentially checks were received prior to 2014, but Ginny will look into this.
- **PROPOSAL (Ashley Dupuy):** Current practice has the Treasurer and President on the GLA bank account. At the moment, Diana Very (Previous Past President) and Ashley are on the account. Ashley proposes that GLA put current treasurer and past treasurer on bank account, since the GLA President changes every year, and the GLA Treasurer changes every 3 years. This is provided that the former treasurer is still a member and lives locally.
  - **SECONDED (Gordon Baker)**
  - **MOTION PASSED.**
  - Caveat that we will need to edit the bylaws to reflect this, and provide a backup plan if the treasurer moves.
- Current Budget Committee description in the handbook conflicts with actual practice. According to the description, the Immediate Past President is Chair of the Budget Committee. In practice, historically the current President is Chair.
  - Discussion: Do we change the handbook to fit the practice, or change the practice to fit the handbook? General consensus that the President should be Chair – change the handbook.

- Discussion that we should ensure that past and current treasurer are also on the Budget Committee
- **PROPOSAL (Kara Mullen):** To identify Budget Committee members: division chairs should be on Budget Committee as well.
- **SECONDED (Cathy Jeffrey)**
- Question: Who else is on the Budget Committee? Lace: the GLA President, President-Elect, Past Treasurer and Current Treasurer
- Discussion: Need for continuity. Division Chairs often have budget requests, would be nice to offer them a seat at the table. On the other hand, anyone can make a budget request and does not need to be a part of the committee to request funds. Technically, there is no Past-Treasurer office, but that person could be appointed to the committee by the President.
- **MOTION WITHDRAWN (Kara Mullen)**
- **SECOND WITHDRAWN (Cathy Jeffrey)**
- **PROPOSAL (Sarah Maudlin):** We'll follow the handbook but change Past-President to President and those appointed from membership, including current Treasurer.
- **SECONDED (Gordon Baker)**
- Discussion: In earlier summary of Budget Committee, Administrative Coordinators were left off. Do we want to keep them on the committee? Consensus that no, there is no guarantee that they will be GLA members and the president can appoint them if necessary.
- Vote: Handbook shall be amended to make the Budget Committee consist of the President, the Treasurer and anyone that the President shall appoint.
- **MOTION PASSED**

4. **Administrative Services Report** (Kara Mullen)

- GLA Administrative Services Activity Report and Membership Report distributed (see [Appendix II](#))
- Busy quarter: the GLA Listserv server died and after some discussion was moved to GPLS. Kara manually subscribed members to the new list. Also had issues with Google form components, the membership form broke and would no longer direct to Paypal.
- Membership: 158 new members in 2014, 267 members did not renew in 2014. Kara will pull information on where the new members came from. Also, she requested that the Secretary place current membership roster number in minutes. At the 2015 GLA Midwinter Meeting, there are currently 678 members.
- Student from SISLT program requested membership information as part of research on the effect of recessions on library association memberships. Kara will reach out to them to request details of the report, which she will send to Karen Manning.
- Kara also asked that new chairs email her if they need membership rosters.

5. **Report from Georgia Library Quarterly** (Ginny Feher)

- Discrepancy in advertising revenue with Treasurer's Report – Ginny shows \$550 in revenue, report only reflects \$200.
- Erin Prentiss has joined GLQ staff as Assistant Book Review Editor.

- Fall 2014 Issue has a lot of photos from COMO 2014, and the GLQ staff is working on the Winter 2015 issue.
  - Discussion in ALD Midwinter Meeting about presented papers and how they might tie into GLQ. Process in which GLQ receives the ALD papers will be revised.
6. **ALA Councilor's Report** (Lorene Flanders)
- ALA Midwinter is January 30 – February 3, 2015. Amy Elkund is the incoming Councilor and will be shadowing this year, will participate in councilor training in Chicago. Lorene asked if anyone had issues with the registration, has been working with Don Wood from ALA Council to figure out why some people are having issues. Let Lorene know if you are having issues and she'll pass it along. ALA will be engaging in strategic planning during Midwinter, including advocacy, information policy, and professional leadership development. How might we get there? How might the council get us there?
  - Lastly, from United for Libraries – ALA Children's Book Week. Would need to know by March if you want to designate a literary landmark in your state associated with a children's book or author. There is a cost associated with it. Lorene is investigating cost. The landmark would receive a bronze plaque. She identified Robert J. Burch Elementary School as a potential landmark. Also suggested: the Wren's Nest. Consensus that it is probably too late to plan something for 2015, but something to consider for 2016. Agreed that GLA would need to make it a big publicity splash, including congressmen/friends groups, etc. Also, Lorene believes a stipulation is that it must be a deceased author.

### III. Old Business

No old business to discuss.

### IV. New Business

1. **MOTION (Ashley Dupuy):** Carterette Webinar Series would like a representative on the Executive board (non-voting), to report on what's going on, may need to rotate.
  - **SECONDED (Eli Arnold)**
  - **MOTION PASSED**
2. **Sponsorship Program for COMO 2015 (Lace Keaton):** Because Lace is GLA President, she wanted to let everyone on the executive board know about the program (see [Appendix III](#)).
3. **Action item #1 – Contract for COMO 2015 Speakers (Lace Keaton):** Lace has been speaking to the authors of *Unshelved* (Secretary's note: <http://www.unshelved.com>) for several months, and they have been holding a spot to potentially speak at COMO 2015. In order to secure them as speakers, they require a 50% deposit ASAP. Cost for one of the authors: \$2,500 plus travel from Seattle, hotel room and \$50/day per diem. For both authors: \$3,900 plus travel, hotel, and per diem for both.
  - Discussion: Concerns about funding: is money coming from GLA or from COMO for this? We have COMO profit from last year, but it has not yet been divided to SELA, GLA and GAIT.

- Question: Is this just for them to speak?
  1. Cost would cover keynote speech, book signing and a session.
- Question: Can we put in the contract that they will have to attend the author's reception? Authors Reception tickets for non-COMO attendees are \$20. This might be a draw for the community.
- Question: Can we specify that they have to hold their book signing Thursday night at the Authors Reception and provide their own books?
- Discussion: Cost of last year's speakers significantly less. We will also need to pay for two additional speakers - one other keynote and a luncheon speaker. Could GAIT cover the two additional speakers?
- Discussion: Return on investment? Would they be popular enough to draw new registrations?
- Discussion: GLA rarely spends big or makes a gamble. Maybe this year it's time to try something new?
- Discussion: Potential of Sponsorship Program deferring some of the cost.
- Discussion: COMO versus GLA -- should this be a COMO Planning Committee decision to fund with COMO funds?
  1. No, the question is whether or not GLA will sponsor this.
- Discussion: Potentially we could postpone and ask for them to speak in 2016 instead? Concern about rushing decision.
- **MOTION ( Geri Mullis):** GLA will sponsor the 50% deposit for both authors.
- **SECONDED (Cathy Jeffrey)**
- **MOTION PASSED**

## V. Division Reports

1. **Academic Library Division** (Angela Megaw): Primary discussion this morning about Academic Library Division papers at COMO and GLQ relationship, discussed a webinar for ALA Information Literacy Framework and elected chairs for the Nominating Committee and ALD Papers.
2. **Public Library Division** (Tammy Henry): If you have authors you want to see at COMO, please provide Tammy their name and contact information. Discussion at PLD meeting of establishing a PLD listserv, as well as establishing value and mission statements.
3. **Paraprofessional Division** (Anissa Roberts): In process of recruiting new members. Anissa has spoken to her Assistant Director about doing a program, and has some other paraprofessionals out recruiting members.
4. **School Library Division** (Gordon Baker for Dr. Lucy Green): Recruited two members, discussed programs for COMO. At today's School Library Division Meeting, there were 3 people who had not attended Midwinter before.
5. **Special Library Division** (Tamika Barnes): Today the Special Library Division met about COMO. Last year they sponsored a museum tour in Augusta and it was a success. People asked if we could do something like that in Athens. Discussion of programs for next COMO, as well as what we can do between now and then to create more interest.

6. **Trustees Friends Division / FOGL** (Gordon Baker): No report.
7. **Interest Group Council Report** (Benjamin Barton): Emily Thornton (Vice-Chair) and Benji gathered updated contact info for chairs of interest groups, and will get that to the webmaster. There are 4 or 5 inactive groups, and they will put inactive notes on the website. They also received a petition for the formation of a new interest group from Alan Lebish at Kennesaw State University (see [Appendix IV](#)). Alan would like to create a Library Facilities Interest Group. This would appeal to administrators in particular. The group can discuss renovations, sustainability, operations and could have presentations at COMO on these topics. According to the handbook this meets all requirements, and Benji and Emily would like to recommend that it be created.
  - **PROPOSAL (Benjamin Barton):** Create Library Facilities Interest Group
  - **SECONDED (Angela Megaw)**
  - **MOTION PASSED.**
  - Official name: Library Facilities Interest Group. Alan Lebish will chair. Kara will add it to the membership form.
8. **New Members' Round Table Report** (Eli Arnold): NMRT had their annual dinner at COMO, which was a success. The Resume Review Clinic was also successful. NMRT will host joint events with MALA (Metro Atlanta Library Association) this year and maybe also NGAL (North Georgia Associated Libraries). They would like to join with other groups around metro Atlanta. There has also been talk about a South Georgia group but no one has stepped up to coordinate that.

## VI. Committee Reports

1. **Awards** (Jean Cook): Accepting nominations the next few months. Two motions for approval to be added to handbook. Team Awards – max award of \$500 a team, the rules state that each individual can only receive an award one time, but that's not the case with the team award. Does team count as individual? Changed rules to specify that individual can only receive INDIVIDUAL awards once. Rephrase term about special projects – for a specific library or Georgia libraries as a whole, if no significant change occurs they can't win the award again – this gives flexibility to board and awards committee (See [Appendix V](#) for highlighted text of changes) .
  - a. **MOTION (Jean Cook):** Change text of Team Awards and Special Projects in Awards Section of handbook.
  - b. **SECONDED (Angela Megaw)**
  - c. **Discussion/Questions: None.**
  - d. **MOTION PASSED**
2. **Constitution/Bylaws** (Sarah Maudlin): The committee is currently reviewing the Constitution and Bylaws, no actions currently.
3. **Government Relations:** The committee met, is working on "I Love the Library" Day in February, on an alternative date because Valentine's Day is on a Saturday.

4. **Handbook Committee** (Jennifer Young): Inconsistencies in Handbook and practices dictate that we should either change handbook or our actions. If you are in a leadership position, please look over your handbook section and let Jennifer know if you see anything that needs to be modified or there is something your committee is doing that is not in the handbook. Might be doing more work on appendices and updating GLA history, looking in the archives.
5. **Membership Committee** (Karen Manning): Question – our committee needs representatives from public, school, special, and academic libraries. If we don't have someone from one area is that okay? We're missing a School Library representative. Gordon has someone who can represent school libraries on the committee. The Committee has a lot of ideas - generally more action and less talking. Reaching out to different associations. Jay left data on surveys – better communication and more networking desired by members. One member will start a regional meeting in the Macon area – informal networking opportunities to give them something periodically throughout the year between conferences. Getting a listserv to discuss meeting dates and keep in touch. Jessica Everingham with GPLS will be PR person within Membership Committee. Mission statement discussion – needs clarification about the value of joining GLA, elevator speech statement about who we are and what we're doing. Potential slogan -- “invest in you”. Discussion of how we can promote who we are and try to garner members. Do we have a mission statement? Lace suggests PR take this charge. Also, there is some difficulty of getting members to join the listserv. We will automatically add members when they join and add text to the membership page that you are automatically subscribed to listserv and you can opt out.
6. **Nominating Committee**: The committee has a potential slate of officers for 2016.
7. **Public Relations Committee** (Elizabeth McKinstry): There are different descriptions of the PR Committee on [the 2015 GLA Committees] handout, in the GLA handbook, and on the website. Plans for the year: modified handbook section, Communication Plan and Social Media Policy (Secretary's note: Appendix VI and VII redacted for editing and future presentation to the board). Elizabeth requested a vote on these documents at the Midwinter Meeting, but the vote was tabled. She will send documents via email to board to be voted on at next meeting. Immediate projects: social media survey to membership to find out right communication channels, web redesign and branding, facilitate intracommittee communication. Reinforcing Membership Committee's suggestion regarding list subscription, the PR Committee would like to make sure that all members have the opportunity to subscribe to the list/are subscribed to the list.
8. **Records**: No report.
9. **Scholarship Committee** (Linda Cooks): Large, popular committee, in part because of the Scholarship Raffle. A number of people are involved informally through donations. Thank you to everyone who has participated in past and will in the future. The committee raised \$3,061 last year and funded 75% of the scholarships. There has been light discussion of possible smaller scale fundraiser. This year the committee will try to implement an online application form to make things easier for applicant, and will enable emailing applications

10. **Student Assistants & Student Media Festival Committee** (Gordon Baker): Interest in starting back K-12 GAMA (Georgia Association of Student Assistants). May 1<sup>st</sup> is the Student Media Festival. Please come and serve as a judge. Media Festival winners from last year are up on the web (Secretary's note: <http://www.gsmf.us/>).

**Meeting adjourned at 4:26PM.**

**Minutes submitted by Ariel Turner, 2015 Secretary.**

# Appendix I

10:57 AM  
01/12/15  
Cash Basis

## Georgia Library Association Profit & Loss January through December 2014

	Jan - Dec 14
<b>Income</b>	
Conference/Program Income	
COMO	5,787.89
Midwinter Conference	3,155.00
<b>Total Conference/Program Income</b>	<b>8,942.89</b>
GLQ Income	
Advertising	200.00
Royalties	237.12
<b>Total GLQ Income</b>	<b>437.12</b>
Membership	
Organization	543.00
Paraprofessional	492.24
Professional	11,488.22
Retired	320.75
Student	526.80
Student - ALA	1,732.50
Supporting	146.10
Sustaining	97.50
Trustee	98.52
<b>Total Membership</b>	<b>15,445.63</b>
Other Income	
Bank Charge Refund	12.00
Reimbursement	2,500.00
<b>Total Other Income</b>	<b>2,512.00</b>
Sales Revenue	
COMO Merchandise	1,427.00
<b>Total Sales Revenue</b>	<b>1,427.00</b>
Scholarship Income	
Scholarship - Unspecified	60.00
Scholarship Raffle	3,263.00
Scholarship Income - Other	20.00
<b>Total Scholarship Income</b>	<b>3,343.00</b>
<b>Total Income</b>	<b>32,107.64</b>
<b>Expense</b>	
Administration	
Careterette Webinars Stipend	1,000.00
GLA Administrative Services	12,000.00
PO Box Rental	58.00
Postage	547.00
Printing	486.75
Public Relations	171.01
Supplies	33.21
Webmaster Stipend	1,000.00
<b>Total Administration</b>	<b>15,295.97</b>
Awards, Grants & Scholarships	
Beard Scholarship	
Beard Scholarship COMO reimburs	150.00
Beard Scholarship - Other	250.00
<b>Total Beard Scholarship</b>	<b>400.00</b>
EBSCO Award	200.00
GLA Awards Plaques	524.22
GLA Team Award	500.00
Hubbard Scholarship	
COMO reimbursement	150.00
Hubbard Scholarship - Other	5,250.00
<b>Total Hubbard Scholarship</b>	<b>5,400.00</b>

10:57 AM  
 01/12/15  
 Cash Basis

**Georgia Library Association**  
**Profit & Loss**  
 January through December 2014

	Jan - Dec 14
McJenkin Rhey Award	100.00
Nix Jones Award	100.00
Paraprofessiona Grant Plaques	0.00
Paraprofessional Grants	1,000.00
Richardson Award	100.00
<b>Total Awards, Grants &amp; Scholarships</b>	<b>8,324.22</b>
<b>Bank Charges</b>	
Returned Item Chargeback & Fee	47.00
<b>Total Bank Charges</b>	<b>47.00</b>
<b>Conference/Program Expenses</b>	
COMO	2,500.00
Midwinter Planning Meeting	3,390.00
<b>Total Conference/Program Expenses</b>	<b>5,890.00</b>
<b>Dues and Donations</b>	
American Library Association	150.00
Freedom to Read Foundation	100.00
Georgia Archives Week	200.00
Georgia Peach Book Award for T	162.98
Georgia Student Media Festival	1,000.00
<b>Total Dues and Donations</b>	<b>1,612.98</b>
<b>Executive Board Meeting Expense</b>	<b>624.97</b>
<b>Fundraising Expenses</b>	
Raffle Expenses	47.96
Raffle Seed Money	200.00
<b>Total Fundraising Expenses</b>	<b>247.96</b>
<b>Georgia Library Quarterly</b>	
Layout	1,014.22
Georgia Library Quarterly - Other	276.26
<b>Total Georgia Library Quarterly</b>	<b>1,290.48</b>
<b>Sales Expense</b>	
Georgia Sales Tax	62.65
Inventory Purchases	979.30
<b>Total Sales Expense</b>	<b>1,041.95</b>
<b>Travel</b>	
ACRL Representative	2,496.42
ALA Councilor	2,048.93
<b>Total Travel</b>	<b>4,545.35</b>
<b>Total Expense</b>	<b>38,920.88</b>
<b>Net Income</b>	<b>-6,813.24</b>

## **Appendix II**

### **GLA Administrative Services Activity Report**

January 16, 2015

#### **DATABASE**

Regular maintenance

#### **MEMBERSHIPS**

Processed memberships

Updated print membership form to remove *School Media Coordinators Section*

Resolved technical issues with the online membership form

Welcomed 158 new members in 2014

267 members expired in 2014

#### **2015 MIDWINTER CONFERENCE**

Mailing, registration, committee volunteers, meeting documents, facility contract

#### **DIVISIONS/INTEREST GROUPS**

##### **Created member lists for:**

*Reference Services Interest Group*

*New Members Round Table*

#### **GLA ADMINISTRATIVE SERVICES EMAIL**

Responded to emails received or forwarded to appropriate members of the Board

#### **HUBBARD SCHOLARSHIP**

Donation acknowledgement forms

#### **GLA LISTSERV**

Manually subscribed members when the listserv was moved from Clayton State University to GPLS and notified the membership of the listserv changes

Troubleshoot technical issues with member accounts

681 members currently subscribe

## GLA Membership Report

January 16, 2015

<b>Membership Type</b>	<b>Jan 13</b>	<b>Mar 13</b>	<b>Jul 13</b>	<b>Oct 13</b>	<b>Jan 14</b>	<b>Apr 14</b>	<b>Jul 14</b>	<b>Oct 14</b>	<b>Jan 15</b>
<b>Professional</b>	362	353	358	368	344	325	340	380	387
<b>Student</b>	188	196	203	178	170	163	162	137	138
<b>Paraprofessiona l</b>	75	75	75	75	70	64	62	70	74
<b>Life/Honorary</b>	47	47	47	45	42	42	42	42	40
<b>Retired</b>	10	11	11	11	10	14	11	13	17
<b>Organizational</b>	7	7	7	5	6	7	9	10	12
<b>Trustee/Friend</b>	7	7	6	6	6	2	4	4	5
<b>Corporate</b>	0	0	0	1	1	1	1	1	0
<b>Sustaining</b>	1	1	2	2	2	2	2	2	1
<b>Supporting</b>	1	1	1	1	0	0	1	2	4
<b>Benefactor</b>	1	1	1	1	0	0	0	1	0
<b>Total</b>	<b>699</b>	<b>699</b>	<b>711</b>	<b>693</b>	<b>651</b>	<b>620</b>	<b>634</b>	<b>662</b>	<b>678</b>

## Appendix III



### 2015 GEORGIA LIBRARY CONFERENCE (COMO) PARTNERSHIP PROGRAM

Your participation in the 2015 Georgia Library Conference Partnership Program will make it possible for Georgia library community to present a great event. In return, Georgia COMO will promote your organization and your support of Georgia's libraries to the hundreds of library staff who attend.

## PARTNERSHIP OPPORTUNITIES

### DIAMOND PARTNER

Contribution: \$2,500

Sponsorship of a Diamond event:

- ★ All Conference Luncheon
- ★ All Conference Awards Ceremony
- ★ Keynote Speakers (3)

★ Organization's logo will highlight the event sponsor in the Conference Program Guide.

★ Organization's logo will appear on signs at the event that is sponsored as well as throughout the Conference.

★ Two complimentary registrations for company representatives.

★ Recognition of your organization's sponsorship will be given at your exhibit booth, if applicable.

### GOLD PARTNER

Contribution: \$1,000

Sponsorship of a Gold event :

- Author's Reception
- Pat Carterette Memorial Run

★ Organization's logo will highlight the event sponsor in the Conference Program Guide.

★ Organization's logo will appear on signs at the sponsored event as well as throughout the Conference.

★ One complimentary registration for company representatives.

★ Recognition of your organization's sponsorship will be given at your exhibit booth, if applicable.

### SILVER PARTNER

Contribution: \$500.00

Sponsorship of a Silver event.

- ★ All Conference Movie Night

★ Organization's logo will appear throughout the Conference Program Guide

★ Recognition of your organization for will be given at your exhibit booth, if applicable.

### BRONZE PARTNER

Contribution: \$100.00

Organization's recognition in the Conference Program.

#### FOR MORE INFORMATION, CONTACT:

Lace Keaton, President  
2015 Georgia Library Association  
2015 GA COMO, co-chair  
E-mail: lace@newtonlibrary.org  
Ph.: (770) 385-6436  
Fax: (770) 784-2092



**GEORGIA LIBRARY  
2015 CONFERENCE (COMO)  
PARTNERSHIP PROGRAM**

**YES! We want to be a 2015 Georgia Library Conference (COMO) Partner!**

Company Name: \_\_\_\_\_

Contact: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_ Web Address: \_\_\_\_\_

*Complete this form and return to me as soon as possible to become a 2015 Conference partner ! Sponsored events available on first-come, first-served basis. Your response by May 1, 2015 will help us ensure all promotional opportunities for your company in initial planning and announcement.*

**Please mark your level of sponsorship:**

\_\_\_ Diamond Partner: \$2,500

\_\_\_ Gold Partner: \$1,000

\_\_\_ Silver Partner: \$500

\_\_\_ Bronze Partner: \$100

Please return this form to: Lace Keaton, President  
2015 Georgia Library Association  
2015 Georgia COMO, co-chair  
E-mail: [lace@newtonlibrary.org](mailto:lace@newtonlibrary.org)  
Ph: (770) 385-6436 Fax: (770) 784-2092

Please make checks out and send to:  
2015 Georgia COMO  
PO Box 793  
Rex, GA 30273

## Appendix IV

### GLA - Library Facilities Interest Group

**1. Statement of Purpose**

For anyone involved with or working on library facility issues such as refurbishing, remodeling, renovation, moving, sustainability, and new building construction. Other topics of interest might include anything from space planning to daily maintenance and repair issues. The group will be a resource to share information relevant to all types of libraries, and possibly suggest topics of interest for GLA Conference presentations.

**2. Statement of Criteria for Membership**

The Group would be open to anyone with an interest in library facilities-related issues.

Submitted: 1/15/2015

Alan Lebish

Librarian Professor, Head of Library Facilities

Kennesaw State University

[alebish@kennesaw.edu](mailto:alebish@kennesaw.edu)

(470) 578-6192

## Appendix V

### Awards Committee (pages 81-84 of GLA Handbook)

The Nix-Jones Award Committee was established by the Executive Board on January 3, 1969, for the purpose of honoring two outstanding leaders in Georgia Librarianship: Miss Sarah Jones (school libraries) and Miss Lucille Nix (public libraries). On January 9, 1970, the Executive Board changed the name of the committee to the Awards Committee and gave it the added responsibility for handling the technical aspects for Honorary Membership. Through the years additional awards have been added to the list of awards presented by GLA.

The Awards Committee representing public, school, special and college/university libraries is appointed by the President of the Georgia Library Association with the approval of the Executive Board. Responsibilities include:

- establishing criteria for all GLA awards
- publicizing the awards
- receiving and reviewing nominations
- determining whether or not awards should be given and, if so, who will receive them.
- obtaining and preparing each plaque, the presentation check(s), and appropriate certificates for each respective award. The Chairperson, or someone designated by him/her, is responsible for the preparation of the citations, and the actual presentation of the awards.

Nominations may be made by any member of the Georgia Library Association, except members of the Awards Committee, and should be sent to the Chairperson of this committee. A notice shall be placed in *Georgia Library Quarterly* or sent out to all GLA members announcing the awards and seeking nominations within the year preceding the Annual Conference. Such notice shall specify the deadline for nominations, delineate the procedure for making nominations, and list the address of the Awards Committee Chairperson. Nominators may nominate only one person for each award during the year.

Awards will be presented each year during the annual conference. Each award recipient will receive a plaque and a check for \$100.00. Each recipient of the Team Award will receive a plaque and a check for \$100.00, to a maximum sum of \$500.00. If a winning team consists of more than five members, each member will receive a plaque and a check for their equal portion of the \$500.00 award. Recipients of Honorary memberships will receive a certificate.

Individuals are eligible to receive each individual award one time. Individuals can receive the Team Award multiple times if they are on teams, committees, etc. consisting of different eligible members and formed for separate and independent purposes. Receipt of an award in one category does not disqualify a person from consideration in another category. Nomination for an

award in one category does not disqualify a person from consideration in another award category in the current year; however, no one will receive two GLA Awards in the same year.

Should no qualified candidate be found for a specific award, the Committee may recommend that no award be given in that category for that year. Nominations proposed but not approved during a given year will not be automatically reconsidered the following year. In order for a nominee to be considered, the nomination must be made during the year when the award will be presented.

The **Nix-Jones Award** is given to a practicing librarian for distinguished service to Georgia Librarianship. It recognizes substantial contributions to the library profession, such as: stimulation of library development, leadership in library programs, unusual and imaginative services, and outstanding support of Georgia's libraries.

Qualifications for the award:

- Must have made substantial contributions to Georgia librarianship at the state level.
- Must currently be employed in a Georgia library and have been employed in a Georgia library for at least three years.
- Must be a graduate of a library school accredited by the American Library Association or approved by the Board of Regents of the University System of Georgia, or an NCATE approved master's degree program in media education.
- Must be a current member of GLA and have been a member for at least 3 years.

The **McJenkin-Rheay Award** was established by an anonymous donor and approved by the Executive Board on July 17, 1981. It is given to recognize a librarian early in his/her career who has made outstanding contributions to the Georgia Library Association, to leadership as exemplified by the careers of Virginia McJenkin (school libraries) and Mary Louise Rheay (public libraries).

Qualifications for the award:

- Must have made outstanding contributions to GLA as an individual new to the profession.
- Must currently be employed in a Georgia library and have been employed in a Georgia library for three years.
- Must be a graduate of a library school accredited by the American Library Association or approved by the Board of Regents of the University System of Georgia, or an NCATE approved master's degree program in media education.
- Must have completed his/her master's degree within the last 10 years.
- Must be a current member of GLA and have been a member for at least 3 years.

The **Bob Richardson Memorial Award** was established by the Executive Board in 1999 in recognition of Bob Richardson's dedicated service to the Georgia Library Association. It honors those who have given outstanding service to the Georgia Library Association.

Qualifications for the award:

- Must have made significant contributions to GLA through unselfish, dedicated service to the organization. This service should reflect involvement requiring extensive investment of time and effort.
- Must be a current member of GLA and have been a member for at least 3 years.
- All GLA members are eligible for the Bob Richardson Memorial Award.

The **Nora Symmers Paraprofessional Award** was established by the Executive Board in 2001. It is named in honor of Nora Symmers, an outstanding paraprofessional member of GLA. The Nora Symmers Paraprofessional Award recognizes an individual's contribution to GLA and the Paraprofessional Division through their efforts to promote and support the Paraprofessional Division and to encourage paraprofessional participation in GLA.

Qualifications for the award:

- Must have made significant contributions to the Paraprofessional Division.
- Must have been employed in a paraprofessional position in a Georgia library for at least three years.
- Must be a current member of GLA and have been a member for at least three years.

The **Charles Beard Library Advocacy Award** was originally called the Library Advocacy Award. It was renamed in 2003 to honor Charles Beard, Georgia's strongest library advocate. The Charles Beard Library Advocacy Award is given each year to recognize someone not employed in or by a library who has made outstanding contributions to libraries.

Qualifications for the award:

- Must have made outstanding contributions to libraries at either the local, state or national level.
- Must NOT be a library employee, a library support service employee or a library vendor employee.
- GLA membership is NOT required.

**Honorary Memberships** are given to retired members of the Georgia Library Association who have contributed significantly to the work of the Association over a period of years. No more than three Honorary Memberships will be presented during any year.

A certificate of honorary membership will be awarded during the Annual Conference.

Qualifications for honorary membership:

- Must be a person who has held a major office(s) in the Association or who has rendered outstanding service to sections, committees, roundtable, etc.
- Must be retired from librarianship. GLA members retired from one library position and employed in a new library position are deemed ineligible for GLA Honorary Membership prior to final retirement.
- Must be a member of GLA upon retirement and have been a member for at least three years.

The **Library Support Services Award** is given each year to recognize someone employed in a library support profession who has furthered library development or who has made outstanding contributions to Georgia libraries as part of his or her job or business. The award winner could be a vendor employee, an employee of an office or department that supports library services, or an employee of an individual institution.

Qualifications for the award:

- Must have provided outstanding support to further library development or made outstanding contributions to Georgia libraries as part of his or her job or business.
- Must be employed in a library support service profession or be a library vendor or employee.
- Must NOT be a practicing librarian.
- GLA membership is NOT required.

**GLA team award:** This award was established by the Executive Board in 2012. This award honors a team that has excelled in the past year by offering innovative programming or services, performing or acting on assessment activities, undertaking a successful outreach or promotion effort, or providing outstanding support of an **individual** Georgia library **or Georgia libraries as a whole**. Any group of two or more people, working in a Georgia library (or enrolled in an MLIS program and affiliated with a Georgia library), of whom all are current GLA members, is eligible.

Qualifications for the award:

- Team members must have provided an outstanding service to a Georgia library by undertaking one of the initiatives listed above.
- All team members must be members of GLA.
- All team members must be either working in a Georgia library or be information sciences or library school students affiliated with a library (student assistants or interns, for example.)
- **Individuals can receive the Team Award multiple times if they are on teams, committees, etc. consisting of different eligible members and formed for separate and independent purposes. If a team has won the GLA Team award in the past**

and there has been no significant change to the membership of the team, that team is ineligible for this award.