

## GLA Executive Board Meeting

Friday, July 17, 2015 -- 10:00 am - 12:00 pm

Porter Memorial Library  
Covington, GA

**Present:** Lace Keaton, Cathy Jeffrey, Karen Manning, Ariel Turner, Ashley Dupuy, Lorene Flanders, Rita Spisak, Susan Morris, Carolyn Fuller, Geri Mullis, Kara Mullen, Angela Megaw, Annessa Roberts, Tamika Barnes, Eli Arnold, Benjamin Barton, Casey Long, Elizabeth McKinstry, Wendy Cornelisen

**Call to Order:** Lace called the meeting to order at 10:04 AM

**Welcome and Introduction:** Lace introduced a namecard system to help the board identify voting and non-voting members: white cards signify voting members, yellow signifies non voting members and blue cards signify committee chairs. Everyone with a white or yellow namecard received a full meeting packet with the handouts.

**Approval of Agenda:** Prior to approval, the 2015 GLA award winners were added to the agenda.

- **MOTION (Ariel Turner):** Motion to approve the agenda.
  - **SECONDED (Eli Arnold, Angela Megaw)**
  - **MOTION PASSED.**

**Approval of Minutes:**

**April 14, 2015 meeting**

No corrections or changes.

- **MOTION (Eli Arnold):** Motion to approve the minutes.
  - **SECONDED (Rita Spisak)**
  - **MOTION PASSED.**

(Secretary's note: Approved minutes not included as an appendix because they are available on the GLA website here: [http://gla.georgialibraries.org/Execminutes/exec\\_minutes.htm](http://gla.georgialibraries.org/Execminutes/exec_minutes.htm))

### GLA Reports

1. **President's Report (Lace Keaton)** – Lace attended ALA on behalf of GLA. At the day-long chapters forum meeting, which included association presidents across the nation, everyone was talking about our same issues; large boards, difficulty updating handbooks and/or bylaws, and term limits on presidents. Presidents serving only one year terms find it difficult because by the time you get the hang of it you're out, but others who serve longer say it's too long. Recommendation from the meeting that presidents decide on an initiative or what to accomplish in one year instead of trying to fix everything. Lace would like for us to define what we want to do this year.
2. **COMO Report (Lace Keaton):** Registration should be up today. Ariel Turner confirmed COMO 2015 registration is now up. There was a delay because someone was on vacation. SELA has expressed interest in another joint conference, possibly 2016. SELA would want a portion of the proceeds, as per usual. Will be decided at the next SELA board meeting, August 14/15, 2015. The portion of proceeds received by SELA depends on the number of SELA members who sign up. This year the proceeds will be split between GAIT and GLA based on attendance at COMO. A

question was asked about hotels for COMO, and it was reported that the Hilton attached to the Classic Center was already booked. There is a 115 rate at the Hotel Indigo. Official hotel details about COMO have not yet been publicized.

3. **Treasurer's Report (Ashley Dupuy):** Distributed P&L and Balance sheet ([See Appendix I](#)). Everything is pretty consistent. Also we have a CD that does not make enough money for scholarships although it is designated as scholarship funds. We're in the black on the P&L, will have another bump in membership before COMO, and should have more money in the next few months. There is \$9,000 for the rest of the year. We're on track with the final budget approved. Sometimes we get requests for things in the middle of the year that aren't in the budget, but there's no procedure at this point for dealing with it, so can we work out a way to handle this? Cathy Jeffrey asked what the checkbook balance is at the moment. We have \$82,000 in checking, and 2 CDs worth \$130,000. \$9,000 is what part of the budget we have not yet spent. We do have other money not being spent. Lace Keaton asked about GLA putting money into COMO. Cathy Jeffrey, COMO Treasurer, reported that there's \$5,000 in the COMO checking account right now, and there will be more money coming in from registration and vendors. If not sufficient then GLA may have to put money into COMO. GLA has made a donation of the deposit for the speakers, which was in the budget. No requests for money have been received for COMO yet. Wendy Cornelisen asked if the income for COMO listed on the P&L was post-payments/splitting with SELA and GAIT, and it is.
4. **Administrative Services Report (Kara Mullen):** Administrative Services Report distributed ([See Appendix II](#)). The GLA Midwinter conference has been set for January 22, 2016 at Clayton State University. The listserv number is higher than membership, probably because some people choose to subscribe with more than one email address. Membership is on par for this time of the year, up from April, with the professional membership numbers at the highest they have been in years. Student membership numbers are low, probably because ALA is slower to process the joint memberships. Lace Keaton told public library directors to renew every national library month to help them remember. Most people renew right before COMO, so we expect an increase over the next few months. There are 679 members currently. Kara will send Ariel a list of newly renewed and new members so that she can get it to CCRT for COMO postcard distribution. Also, Georgia Archives will be in touch soon with a membership request.
5. **GLQ Report (Virginia Feher):** No report.
6. **ALA Councilor's Report (Lorene Flanders):** Lorene also attended ALA. This year, registration exceeded 22,000, bigger than the last 3 years. Lorene will send full report to Ariel ([See Appendix III](#)). Emily Knox has entered into a 3 year agreement to teach on intellectual freedom and censorship, on behalf of the International Federation of Library Associations. ALA membership will formally add members of United for Libraries, which will increase membership. The council approved a 67 million dollar budget ceiling, and resolutions were voted on, including one to honor Cynthia Graham Hurd of the Charleston County Public Library. Lorene attended chapter relations forums/meetings, and found that hot topics of discussion include issues GLA often talks about - membership, diversity, declining attendance -- which other states are grappling with.. Ben Hunter, the incoming Chair of the Chapter Relations Committee, was elected to ALA's Budget and Planning Committee.

In other news, Courtney Young is coming COMO and will co-present with Amy Eklund and Lorene Flanders on Thursday morning on "Adventures in Leadership: Libraries as Change Agents in the Quest for Success".

The 2017 ALA midwinter meeting will be held in Atlanta, and there are a number of host chapter benefits, including: 10x10 booth on exhibit floor, 2 complimentary registrations for officers or directors, reception invitations, mailing labels, discounts, free meeting space, and other perks. Should GLA shift our midwinter meeting? ALA will host preconferences if we bear the cost, and we'll receive revenue. The same with tours and events, and GLA can sell items at the conference. Wendy says that GPLS is very interested in helping with ALA Midwinter events. Lorene suggested setting up a subcommittee to plan for ALA/GLA Midwinter 2017. Amy could chair as the incoming Councilor, along with the 2017 president.

## **Division Reports**

1. **Academic Library Division (Angela Megaw):** Casey Long, as a part of PACE, has coordinated a statewide webinar/workshop on the ACRL framework. The webinar had 32 institutions represented across the state at 9 live locations. Angela was a facilitator and there was a lot of interaction, communication, and learning from one another. This idea came about at GLA Midwinter. There wasn't a budget, so funding came out of local participants' budgets. PACE would like to do something like this every year with budget from GLA. The ALD could do this every summer. No final count on people yet, but more attended than were registered. No registration fee. Speaker was free.
2. **Public Library Division:** No report.
3. **Paraprofessional Library Division (Annis Roberts):** There is a strong possibility of 10 new members coming aboard. The COMO Planning Committee approved a PLD-sponsored proposal for COMO. PLD attempted to find someone from the academic side to speak as well but couldn't get confirmation, so the panel will be the GCPL director, 2 librarians and one paraprofessional, with Annissa as the moderator. PLD also has notes on the handbook section, but will discuss that under the Handbook Committee.
4. **School Library Division:** No report.
5. **Special Library Division:** No report.
6. **Trustees Friends Division / FOGL (Lorene Flanders):** Lorene is on the FOGL board, so she will speak on FOGL. Lorene attended one of their meetings recently and floated the idea that a member of FOGL could be added to the GLA board, and vice versa, having a GLA member serve on the FOGL board. There is interest in coordinating the two groups but not necessarily merging. GLA interested in encouraging them to attend COMO for workshops/etc, perhaps as a preconference. FOGL is open to more interaction/formal involvement with GLA. Cathy noted that there used to be a more formal relationship between FOGL and GLA. Lace supports involvement with FOGL, Cathy asked if this would create competition/conflict with the GLA friends division. Wendy asked how active is the trustees/friends division? Kara reported that there are 31 current members interested in the division, including various types of librarians which include the current FOGL president. Cathy suggested potential for discounted membership for FOGL members. Kara reported that there is a \$20 rate for friends/advocates. Lace suggested that we get Gordon's input, and will add this to the agenda for the October meeting as old business.
7. **Interest Group Council (Benjamin Barton):** Benji has submitted information to the handbook committee for an entry for a new interest group – Library Facilities. It is included in the packet for handbook discussion. For COMO, 7 interest groups have been scheduled to hold business meetings Friday at 8 am. Working with NMRT and Eli Arnold to reserve a location for the NMRT interest group dinner the Thursday night of COMO. Elizabeth McKinstry added that someone approached her about setting up a mailing list about makerspaces in Georgia libraries and asked where to direct them/if that would be appropriate as a new interest group? She will put

them in touch with Benji to discuss creating a new interest group. Brief discussion of broadening the group to something less topical, such as emerging technologies.

8. **New Members Round Table (Eli Arnold):** Eli sends a welcoming email to new members after getting lists from Kara, mail merged so that the emails are individual. NMRT had a joint MLIS program college fair at OU with MALA in May. 4 programs were represented there and 50 or so people attended, so it was successful. Atlanta Fulton County Public Library emailed every staff member in the system, which was effective. Next year NMRT/MALA will reach out to surrounding county directors for publicity and hope to make it an annual event. VSU, USC, Clayton State and UNC were all present plus one other alumni represented program. Oglethorpe University hosted the event for free and John and Eli brought snacks themselves. NMRT has been joining with MALA for a few things this year. At COMO, there will be the resume review clinic, the dinner, and a COMO first timers session on Wednesday during the first session.

### Committee Reports

1. **Awards (Lace Keaton):** Jean Cook is absent but forwarded a list of award winners to the board beforehand, which requires board confirmation. Winners:  
Bob Richardson: Linda Jones  
Charles Beard: Margie Young  
GLA Team Award: Kennesaw Voyager Group  
McJenkin-Rheay: Kimberly Boyd  
Nix-Jones: Roni Tewksbury
- **MOTION (Ashley Dupuy):** Ashley Dupuy moves to accept the award winners.
  - **SECONDED (Eli Arnold)**
  - **MOTION PASSED.**
2. **Constitution/Bylaws:** No report.
3. **Governmental Relations (Wendy Cornelison):** The Legislative Roundup for Georgia Libraries Webinar was held on Wednesday. Reviewed the 2015 legislative session and discussed plans for the 2016 session. Library prints were distributed during the 2015 session. Will be moderating an advocacy session at COMO with public library directors talking about ways to build community and advocate with local representatives.
4. **Handbook:** No report. Handbook changes to be discussed under New Business.
5. **Membership (Karen Manning)** – Tried to coordinate other local library groups hosting annual meetings at COMO but missed the proposal deadline. MALA and AABIG may hold informal meetings there this year. The meetups are flourishing. The first one is a pool party scheduled for July 26 in Douglasville. The purpose is to talk to people about investing in themselves and the association. Membership has been working with the PR Committee to disseminate the information. Someone from SCAD wants to host one there but needs a headcount, so the PR Committee and Karen have discussed creating an evite link on the website for each event so that the hosts can know how many to expect. Geri, Eli and Karen will have a discussion about it. Glynn County Library Council have breakfast 4 times a year, and will have one in September at the Brunswick library. Potential there to expand into a meetup. NMRT also has some funds that could fund the event. If sponsored by GLA, potential to invite surrounding counties too. There will be some meetups in North Georgia, Athens, and Fayette County, so a lot of areas will be covered. Karen is trying to get them all scheduled before the conference.
6. **Nominating:** No report.
7. **Public Relations (Elizabeth McKinstry):** Has been slower over the summer, but PR is working on two selfie booths for COMO. One is going to be an adventurer background and the other one is one of the *Unshelved* strip that you can put yourself into it. PR is working closely with

scholarship, carterette and membership on publicizing events. Please let Elizabeth know if you need help getting the word out. Results of social media survey: people are happy with GLA's Facebook and Twitter presences and no other places should be opened up. Currently PR is establishing processes and procedures, mailings, getting on listservs, and getting lists together. Ashley Dupuy noted that Elizabeth and PR have increased the number of people attending Carterette webinars. Eli Arnold added a thank you for the college fair publicity. NMRT just sent information and Elizabeth created a graphic and handled the publicizing.

8. **Records:** No report.
9. **Scholarship:** No report.
10. **Student Assistants & Student Media Festival:** No report.
11. **Carterette Series (Casey Long)** – Ashley Dupuy joined the team officially in January. Ashley has been streamlining documents and got us connected with the PR Committee. We have had 4 webinars this year with plans for 4 more. In total we have had 953 attendees and 1742 registrations this year. On average 55% of registered people attend the webinars. People from all over the world attend, with strong representation from Georgia each time. Carterette tries to vary the webinars – one for the Public Library Division (Fandom), which was very popular, one for ALD academic framework, one on gender stereotypes, and one on how people engage on information. The next webinar on July 29, will be on open educational resources, featuring Mary Ann Cullen. Currently there are 167 individuals registered for that webinar. In September we'll have webinars on genealogy and collaboration between Technical Services and Access Services. We have some other ideas for December that are still being ironed out. The planning committee is open to new ideas, and like to plan 6 months out. Also, they have met with GPLS to avoid duplication, and are communicating with Julia regarding potential partnership there. Eli asked if downloads are tracked, and they are. There were about 407 downloads after the ACRL Framework webinar. Suggestion that Carterette team add question to post-webinar survey – how do you hear about it?

## Old Business

1. **Mission Statement Discussion (Karen Manning):** At the last meeting, the Membership Committee was tasked with revising a previously drafted mission statement, so a draft was created and sent out to the board. After receiving feedback, the committee revised it for draft number 2. ([See Appendix IV](#)). Revisions during the meeting:
  - a. Change “The mission of the Georgia Library Association is to provide” to “The Georgia Library Association provides...”.
  - b. End it with “Georgia.” Instead of “Georgia’s communities.”
  - c. Change “fostering the exchange of innovation” to “fostering innovation”.
  - d. Change “...through advocacy that improves, advances, and sustains...” to “...through advocacy that advances and sustains...”
- **MOTION (Eli Arnold):** Eli moves to approve with corrections.
  - **SECONDED (Cathy Jeffrey)**
  - **MOTION PASSED.** Karen will send to webmaster and Bylaws Chair. Karen will send it to Lace, who will send it out to membership.

## New business

1. **Strategic Plan (Lace Keaton):** Lace discussed having someone from the outside assist with GLA's strategic planning. State Librarian Julie Walker recommended Dr. Robert Burgin as a consultant who would come and facilitate a discussion of the future direction of the GLA with the executive board, for \$2,500 ([See Appendix V](#)). Cathy does not find consultants to be useful,

thinks we should carve out a day to do it ourselves. Ashley thinks that a consultant/outside perspective could help with focus, and would help facilitate, since everyone has his or her own opinion. We have to commit to implementing whatever we come up with. Lorene has worked with Dr. Burgin when he worked with the West Georgia Regional Library System. He produces reports and printed materials which formulate a strategic plan. Carolyn also knows him, and attests that he keeps you on track and pulls people together. Geri recently went through strategic planning with her library and found it helpful to get perspectives from various places. Lorene suggested that we invite the incoming board attend this session too. Lace pointed out that it is still early in the planning process, but wanted a proposal to bring to the board. Elizabeth recommended involving members not on the board too, to get input from the general membership. Discussion of when - after COMO would be best. Suggestion that we have a discussion about this at COMO and collect written thoughts/feedback from attendees about what members want out of the association. Angela suggested soliciting people at the gla booth. Lace will ask Dr. Burgin how many people can attend the session without hindering productivity. Perhaps a cross-cut of membership could be involved: some of the board, some committee chairs, some regular membership, etc.

- **MOTION (Ashley Dupuy):** Hire Dr. Robert Burgin for a one day workshop to facilitate a strategic plan for the Georgia Library Association, with a total cost not to exceed \$2500, which includes all travel lodging and meal costs.
  - **SECONDED (Tamika Barnes).**
  - **MOTION PASSED, with one Nay vote cast by Cathy Jeffrey.**
- 2. **Handbook Revision Discussion (Rita Spisak):**
  - a. Public Relations Section (See Appendix VI): Geri asked if can the chair appoint people, or does the president do that? Suggestion to change the wording to assign? Does it need to be in the handbook? Angela says yes, because you're dealing with accounts and things. Cathy asked about the "help guide and distribute GLA internal communications" section. Elizabeth says the intention behind the bullet was that the PR Committee could help punch things up, write them, add graphics. Ashley suggested changing guide to design. General consensus of yes. Lace suggested removing "internal". Elizabeth stated that the line about PR working on COMO was removed because this year it's handled outside of the committee. Agreed that this should be kept separate from COMO.
    - **MOTION (Angela Megaw):** Angela motions to approve with modifications.
      - **SECONDED (Eli Arnold)**
      - **MOTION PASSED**
  - b. Academic Library Division Section (See Appendix VII): Change term of council rep to a 3 year term. Needed in order to serve on the ALA national committee.
    - **MOTION (Ashley Dupuy):** Ashley moves to approve.
      - **SECONDED (Ariel Turner)**
      - **MOTION PASSED**
  - c. Paraprofessional Library Division: Annissa, Karen, and Sonya would like to remove the section from article 6 about the webmaster maintaining the paraprofessional website. Because it was not submitted through the handbook committee in advance, this will be on the agenda for next time as old business.
  - d. Procedures for making changes to the handbook (See Appendix VIII): Geri voiced concerns about the passage "At their discretion, the Handbook Committee can make minor grammatical, phrasing, and organizational changes to the Handbook". Concerns over any changes being made without board approval. Discussion of the burden of

passing on minor changes to the board but agreement that all changes should be brought before the board. Cathy suggested that this be handled annually -- the handbook committee can be responsible for finding things that need changes and bring minor changes to the board once a year. Page tabled for old business for next meeting.

- **MOTION (Ariel Turner):** Ariel moved to table to next meeting.
    - **SECONDED (Eli Arnold)**
    - **MOTION PASSED.**
  - e. Library Facilities Interest Group (See Appendix IX): Group was created at GLA Midwinter after Alan Lebish petitioned the Interest Group Council. Article 2 correction – facilities “operations” instead of “automation”.
  - **MOTION (Angela Megaw):** Angela moves to approve.
    - **SECONDED (Eli Arnold)**
    - **MOTION PASSED**
  - f. Discussion of how to remove interest groups (Ashley Dupuy): No policy in place for removal. Currently inactive groups are marked with an inactive status on the website.
  - g. Question about committee service (See Appendix X) – According to the bylaws, change of term limits on committees has to be put to the membership and voted on. Discussion of getting members active, the process of adding people to committees. Ashley suggested a chair/vice chair system, and that we discuss this during strategic planning. Cathy suggested that there needs to be better communication to the Vice President/President Elect and President, so that they are aware that it’s a responsibility for them. Discussion of the role of GLA Administrative Services, and whether or not this will be covered under the strategic plan workshop. Discussion of when to vote on committee service/structure changes - would be best to vote at Midwinter, but the Bylaws Committee Chair should be consulted. Cathy would like to add to the proposal that GLA adds a chair/vice chair structure to committees.
  - **MOTION (Eli Arnold):** Eli moves to table.
    - **SECONDED (Angela Megaw)**
    - **MOTION PASSED.**
3. **Proposed slate of officers for 2017 (Lace Keaton): (See Appendix XI).**
- **MOTION (Ashley Dupuy):** Ashley moves to accept the slate.
    - **SECONDED (Angela Megaw)**
    - **MOTION PASSED.**

Kara will get electronic voting back up and will ask the executive board to test it.

- **MOTION (Eli Arnold):** Eli moves to adjourn.
  - **SECONDED (Ariel Turner)**
  - **MOTION PASSED.**

Meeting adjourned at 12:29 PM.

Appendix I. ([Return to Treasurer's Report](#))

1:45 PM  
07/18/15  
Cash Basis

**Georgia Library Association**  
**Profit & Loss**  
January 1 through July 17, 2015

	Jan 1 - Jul 17, 15
<b>Income</b>	
Conference/Program Income	
COMO	21,227.69
Midwinter Conference	3,570.00
<b>Total Conference/Program Income</b>	<b>24,797.69</b>
GLQ Income	
Advertising	600.00
Subscriptions	35.00
GLQ Income - Other	74.02
<b>Total GLQ Income</b>	<b>709.02</b>
Membership	
Organization	245.80
Paraprofessional	197.84
Professional	6,904.15
Retired	220.75
Student	298.56
Student - ALA	1,121.00
Supporting	146.10
Trustee	20.00
<b>Total Membership</b>	<b>9,154.20</b>
Sales Revenue	
GLA Merchandise	51.00
<b>Total Sales Revenue</b>	<b>51.00</b>
Scholarship Income	
Scholarship - Unspecified	55.00
<b>Total Scholarship Income</b>	<b>55.00</b>
<b>Total Income</b>	<b>34,766.91</b>
<b>Expense</b>	
Administration	
Careterette Webinars Stipend	500.00
GLA Administrative Services	9,000.00
Postage	102.00
Printing	115.00
Webmaster Stipend	500.00
<b>Total Administration</b>	<b>10,217.00</b>
Awards, Grants & Scholarships	
Beard Scholarship	500.00
<b>Total Awards, Grants &amp; Scholarships</b>	<b>500.00</b>
Conference/Program Expenses	
Atlanta Emerging Librarians	436.62
COMO	1,950.00
Midwinter Planning Meeting	3,589.00
Special Programs	9.99
<b>Total Conference/Program Expenses</b>	<b>5,985.61</b>
Dues and Donations	
American Library Association	220.00
Georgia Student Media Festival	1,000.00
<b>Total Dues and Donations</b>	<b>1,220.00</b>
Georgia Library Quarterly	
Layout	500.00
Georgia Library Quarterly - Other	46.31
<b>Total Georgia Library Quarterly</b>	<b>546.31</b>

1:45 PM  
 07/16/15  
 Cash Basis

**Georgia Library Association**  
**Profit & Loss**  
 January 1 through July 17, 2015

	<u>Jan 1 - Jul 17, 15</u>
<b>Sales Expense</b>	
Georgia Sales Tax	31.50
<b>Total Sales Expense</b>	<u>31.50</u>
<b>Travel</b>	
ACRL Representative	2,989.06
ALA Councilor	1,658.94
President	1,719.95
SELA Representative	680.60
<b>Total Travel</b>	<u>7,258.55</u>
<b>Total Expense</b>	<u>25,758.97</u>
<b>Net Income</b>	<u>9,007.94</u>

1:45 PM  
07/16/15  
Cash Basis

Georgia Library Association  
**Balance Sheet**  
As of July 16, 2015

	<u>Jul 16, 15</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Checking	82,469.71
Total Checking/Savings	<u>82,469.71</u>
Total Current Assets	82,469.71
Other Assets	
General Fund CD	41,247.59
Scholarship CD	88,229.61
Total Other Assets	<u>129,477.20</u>
<b>TOTAL ASSETS</b>	<b><u>211,946.91</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Retained Earnings	202,938.97
Net Income	<u>9,007.94</u>
Total Equity	<u>211,946.91</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>211,946.91</u></b>

Appendix II. ([Return to Administrative Services Report](#))

**GLA Administrative Services Activity Report**

July 17, 2015

**DATABASE**

Regular maintenance

**MEMBERSHIPS**

Processed memberships

**MEMBERSHIP LIST**

COMO "Save the Date" registration cards

**DIVISIONS/INTEREST GROUPS/COMMITTEES**

Created member lists for:

*New Members Round Table*

*Library Facilities Interest Group*

**GLA ADMINISTRATIVE SERVICES EMAIL**

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

**MIDWINTER CONFERENCE**

Date set for Friday, January 22, 2016 at Clayton State University

**GLA LISTSERV**

Manually subscribed new members

Troubleshoot technical issues with member accounts

788 accounts currently subscribe

## GLA Membership Report

July 17, 2015

Membership Type	Jul 13	Oct 13	Jan 14	Apr 14	Jul 14	Oct 14	Jan 15	Apr 15	Jul 15
Professional	358	368	344	325	340	380	387	377	411
Student	203	178	170	163	162	137	138	135	126
Paraprofessional	75	75	70	64	62	70	74	68	67
Life/Honorary	47	45	42	42	42	42	40	40	40
Retired	11	11	10	14	11	13	17	17	14
Organizational	7	5	6	7	9	10	12	12	10
Trustee/Friend	6	6	6	2	4	4	5	5	5
Corporate	0	1	1	1	1	1	0	0	0
Sustaining	2	2	2	2	2	2	1	1	1
Supporting	1	1	0	0	1	2	4	4	4
Benefactor	1	1	0	0	0	1	0	0	1
<b>Total</b>	<b>711</b>	<b>693</b>	<b>651</b>	<b>620</b>	<b>634</b>	<b>662</b>	<b>678</b>	<b>659</b>	<b>679</b>

Appendix III. ([Return to ALA Councilor's Report](#))

## **2015 ALA Annual Conference, Councilor's Report      Lorene Flanders, Georgia Chapter Councilor**

The American Library Association's 2015 Annual Conference was held in San Francisco, California June 25-30. The theme was "TRANSFORMING Our Libraries, Ourselves." Over 22,000 registered, with conference attendance exceeding that of the Las Vegas Conference in 2014 and the Chicago conference in 2013. The Midwinter Meeting will be in Boston and the Annual Conference in Orlando in 2016.

### **Council I**

During Council I, United for Libraries encouraged libraries to fund or otherwise support membership of trustees and friends in that national organization.

### **Council II**

During Council II, Julius Jefferson, Jr. President of the Freedom to Read Foundation, announced that Professor Emily Knox of the University of Illinois at Urbana-Champaign, had signed a three year agreement to teach a course on intellectual freedom and censorship on behalf of the International Federation of Library Associations. The first course will run August through October 2015.

### **Council III**

During Council III, it was announced that ALA membership should increase with the formal addition of those who are currently members-only of United for Libraries. An FY 2016 budget ceiling of \$67,087,027 was requested by the ALA Treasurer and approved by Council. Ben Hunter, Idaho Chapter Councilor and incoming Chair of the Chapter Relations Committee, was elected to ALA's Budget & Planning Committee (BARC). Resolutions included one honoring Cynthia Graham Hurd of the Charleston County Public Library, who was killed June 17, 2015, along with eight other churchgoers

Information on ALA Council and Committees, including information on Council resolutions, votes, etc. is at <http://www.ala.org/groups/committees/ala>

### **Chapter Councilors Forum**

Topics of discussion at the Chapter Councilors Forum including hosting logistics for ALA presidents and other representatives; ideas for improving the Chapter Relations Committee; a request to share state association information concerning organizational memberships; sharing information about reorganizing and sharing how-to within state associations; and how feedback concerning ALA activities is shared with state chapters. A number of Councilors discussed strategies used by their state associations to pass knowledge to incoming officers and chairs. Several state associations hold retreats, some alternating annual conferences with board retreats. Several states reported partnering to hold joint conferences with other states. Delaware now partners with Maryland, for example. Ann Hamilton, former Georgia Chapter Councilor and the current chair of the Chapter Relations Committee, attended the forum. She indicated that members of the Committee must now be members of a state chapter, but do not have to be Councilors. Pamela Hickson-Stevenson, Ohio Chapter Councilor, shared her blog, through which she provides updates on Council actions and discussions. <https://alaohchapcoun.wordpress.com/>

### **ALA Past President Courtney Young to Be Guest of GLA**

ALA past President Courtney Young will be a guest of GLA at COMO 2015, co-presenting with Lorene Flanders and Amy Ecklund. Amy Ecklund will succeed Lorene Flanders as Georgia Chapter Councilor in 2016. She attended Councilor training in Chicago during the 2015 Midwinter Meeting. “Adventures in Leadership: Libraries as Change Agents in the Quest for Success,” will be an interactive discussion on leadership in our profession, our communities, and our educational institutions. ALA’s Libraries Transforming Communities and its Career Development Facilitator initiatives support libraries in defining community aspirations and serving as change agents.

**ALA Midwinter Meeting 2017 in Atlanta**

Atlanta will host the 2017 Midwinter Meeting January 20-25. A complimentary booth, registrations for two officers, special invitations, free meeting space, opportunities to host preconferences, tours, and to sell items, are available to state chapters. Further information on **Host Chapter Benefits** for state chapters whose states host ALA Annual or Midwinter meetings is at

<http://www.ala.org/groups/affiliates/chapters/chapterdocuments/chaptersandconference>

Appendix IV. ([Return to Mission Statement Discussion](#))

GLA Executive Board Meeting – Membership Committee

Friday July 17<sup>th</sup>, 2015

Porter Memorial Library, Covington, GA.

Hello all. The Membership Committee's task was to revise the GLA mission statement. Kara Mullen requested feedback from a document that was sent to the Executive Board. Although very useful, it was more of a strategic action plan. A new mission statement was drafted by the GLA Membership Committee and based on member's feedback, some revisions were suggested. We now need Executive Board review and input to assist with finalizing the statement (e.g., "does GLA's mission exist outside of Georgia's communities"?).

**Mission Statement (draft):** The ongoing mission of the Georgia Library Association is to be an essential force in providing leadership that empowers and supports library and information professionals and the diverse library community, by promoting professional growth, fostering the exchange of innovation, creativity, and expertise, and through advocacy that improves, advances, and sustains library services throughout (**Georgia's or our**) communities.

**Mission Statement (revision):** The mission of the Georgia Library Association is to provide leadership that empowers and supports library and information professionals and the diverse library community by promoting professional growth, fostering the exchange of innovation, creativity, and expertise, and through advocacy that improves, advances, and sustains library services throughout Georgia's communities.

Appendix V. ([Return to Strategic Planning.](#))



July 15, 2015

Lace Keaton, Director  
Newton County Public Library  
716 Floyd St  
Covington, GA 30014

Dear Ms. Keaton:

Thank you for your interest in having me facilitate a discussion of the future direction of the Georgia Library Association and write a report with observations and recommendations regarding the Association.

I agree to do the following:

- Facilitate a discussion of the future direction of the Georgia Library Association with members of the Association's executive board.
- Address topics including the mission, structure, and focus of the Association as well as how to increase interest in and participation in the Association.
- Provide a written report that summarizes the discussions of the Association's executive board, makes observations about the current concerns of executive board members, and makes recommendations regarding the Association's future direction.

In consideration for the performance of these services, the Georgia Library Association agrees to pay RB Software & Consulting, Inc., a total not to exceed \$2,500.00. This amount will include all travel, lodging, and meal costs.

I envision approximately 8 hours of facilitation, which could be conducted in a single day or conducted in the afternoon and morning of two consecutive days. We can agree on specific dates at a later time, but in general, November and December 2015 are good for me. You mentioned that the next meeting of the Georgia Library Association executive board is October 7, and that date is also good for me.

I am including a brief statement of my background and a brief vita so that you will know a little more about me. I should point out that I did serve as President of the North Carolina Library Association and am familiar with the workings of statewide library associations.

If you need any further information, please let me know. I look forward to the opportunity to work with you and your staff.

Sincerely,

Dr. Robert Burgin  
President  
RB Software & Consulting, Inc.

### **Background and Experience of Consultant**

Dr. Robert Burgin is president of RB Software & Consulting, Inc., and has provided consulting on strategic planning and technology planning to libraries since 1986.

RB Software & Consulting, Inc., has provided client libraries with a wide range of services, including strategic planning, technology planning, assessment of initial automation and automation enhancement needs, preparation of bid specifications for an integrated library system, preparation of Request for Proposals (RFP), bid review, and vendor recommendation.

Dr. Burgin has nine years of experience in public library administration, having served as Associate Director of the Forsyth County Public Library, Winston-Salem, North Carolina; Director of the Wayne County Public Library, Goldsboro, North Carolina; and Associate Director of the Onslow County Public Library, Jacksonville, North Carolina. Dr. Burgin also served as the Assistant State Librarian for Information Technology with the State Library of North Carolina from June 1999 through August 31, 2001. From 1984 through June 1999 and again from September 2001 through June 2008, Dr. Burgin was a member of the faculty of the School of Library and Information Science at North Carolina Central University, where he has taught courses related to management and automation in libraries and other types of organization in both the Masters of Library Science and Masters of Information Science programs. Dr. Burgin also served as Associate Dean of the School.

Dr. Burgin received his B.A. from Duke University and his M.S. in L.S. and Ph.D. from the University of North Carolina. He has published over fifty articles on information retrieval, library automation, and library management. In 2003, he was named one of fifteen Distinguished Graduate Alumni in Information/Library Science by the University of North Carolina at Chapel Hill.

Dr. Burgin is the former President of the North Carolina Library Association and was awarded NCLA's Distinguished Service Award in 2011.

Appendix VI. ([Return to Handbook Revisions.](#))

Public Relations Committee Handbook Section:

The primary mission of the Public Relations Committee of the Georgia Library Association is to:

- Publicize the activities of the GLA
- Provide public relations ideas and support to GLA members
- Help guide and distribute GLA internal communications
- Maintain use of GLA's social media accounts
- Make recommendations to improve communications (including website)
- Undertake other communication-related tasks upon request of the President and/or Executive Board

The Chair of the Public Relations Committee may appoint a Social Media Coordinator to manage GLA's social media accounts when necessary.

Since the latter part of the 1940s, there has been some type of Publicity Committee. Until the advent of National Library Week, it was largely the duty of the Committee to disseminate information on the Georgia Library Association especially during the Annual Conference. The purpose of the 1970 GLA Publicity Committee broadened the scope to embrace all state library publicity plus publicity for the Annual Conference.

On January 3, 1979, a state Publicity Committee was created by the Executive Board "to embrace National Library Week, Book Week, the Annual Conference and in general support the work of the Association".

Because the marketing of the services of libraries involves much more than publicity, it was decided in March 1984 that the Publicity Committee be renamed the Public Relations Committee and that its purpose be expanded to include promotion of the whole spectrum of modern communication between institutions and the people who use their services. In 2015, the scope was modified for clarification.

Zimbra

jyoung29@kennesaw.edu

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**RE: Call for Updates to GLA Handbook**

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**From :** Angela Megaw <Angela.Megaw@ung.edu> Mon, Jun 29, 2015 01:27 PM  
**Subject :** RE: Call for Updates to GLA Handbook  
**To :** Jennifer Young <jyoung29@kennesaw.edu>  
**Cc :** Rebecca Rose <Rebecca.Rose@ung.edu>, Kimberly Boyd <kboyd2@brenau.edu>, Kara Mullen (KaraMullen@clayton.edu) <KaraMullen@clayton.edu>

Jennifer-

ALD would like to propose a change on page 25 section 3 (see below). We would like to change the term of the ACRL Chapters Council representative to a three year term. This change will allow the GA representative to be eligible to serve in a leadership role on the ACRL council.

Angela Megaw  
GLA Academic Library Division Chair

**Original Text**

**Section 3. Terms.**

The terms of the Chair, Vice-Chair/Chair-Elect, Past Chair, and Secretary-Treasurer shall be for one year. The ACRL Chapters Council representative shall serve for two years.

**Revision**

**Section 3. Terms.**

The terms of the Chair, Vice-Chair/Chair-Elect, Past Chair, and Secretary-Treasurer shall be for one year. The ACRL Chapters Council representative shall serve for three years.

**Angela E. Megaw**

Electronic Services Librarian &  
Associate Professor of Library Science  
University of North Georgia – Dahlonega Campus  
82 College Circle Dahlonega, GA 30597  
706-867-2528 (voice) 706-864-1867 (fax)

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**From:** Jennifer Young [mailto:jyoung29@kennesaw.edu]  
**Sent:** Friday, June 19, 2015 3:01 PM  
**To:** cathyjeffrey@clayton.edu; km17@mail.gatech.edu; aturne93@kennesaw.edu; adupuy@kennesaw.edu; lflander@westga.edu; rspisak@kennesaw.edu; Virginia Feher;

## Appendix VIII. ([Return to Handbook Revisions.](#))

### Procedures for Making Changes to the GLA Handbook

At their discretion, the Handbook Committee can make minor grammatical, phrasing, and organizational changes to the Handbook. Otherwise, changes must be proposed to and voted on by the Executive Board either in-person or virtually. The following are general procedures for proposing a change or addition to the Handbook to be addressed at Executive Board meetings:

1. The committee/interest group chair or other person who requests a change sends the Handbook Chair an e-mail with the change they want made with the exact wording and where it should go in the Handbook. The Chair and the requester discuss the proposal as needed and the Chair addresses questions that may arise about what's currently in the Handbook.
2. The Handbook Chair collects these items for the next Executive Board meeting and sends them to the President to be added to the agenda. When possible, the written proposed changes are e-mailed to the Board ahead of time. The Chair will print copies of the proposed changes.
3. Proposals are voted on at the Executive Board meeting when it's the Handbook Chair's turn to give an update. The Chair addresses each committee/group that proposed the change or addition, gives them the opportunity to explain it, and then opens the floor for discussion. The Chair will have a digital copy of the Handbook pulled up if it needs to be referenced.
4. After each committee/group speaks about their proposal, the proposal is voted on. If approved, it will be added to the Handbook. If changes to the original wording are voted on and approved during the meeting, the requester will send the updated phrasing to the Handbook Chair.
5. Also at the Editorial Board meeting, after the current business is handled, the Handbook Chair asks if there are any other proposals for the next Board meeting, or questions about the Handbook to be addressed. If there are minor requests that can be handled at that time (i.e., they are basic enough that they don't need to be written up ahead of time), they can be voted on. The Chair will also remind people to email them any changes/additions requests for the next meeting.
6. The Chair updates the Handbook with the approved changes then sends it to the GLA Webmaster to be uploaded to the website.

Most changes to the Handbook will be handled at the Executive Board meeting. Should a change or addition need to be made before the next Executive Board meeting, the Executive Board can vote on it via e-mail.

### **Library Facilities Interest Group**

The purpose of the Library Facilities Interest Group is to collect and disseminate information in the general area of library facilities operations. Specific interests include the following: 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 plan and support state-wide meetings and seminars dealing with library facilities issues. It will also seek to provide a forum for the exchange of information relevant to all types of libraries and the discussion of facilities issues through publications and conference presentations.

### **History**

A motion was passed by the GLA Executive Board on January 16, 2015 for the creation of the Library Facilities Interest Group, based on a petition submitted by Alan Lebish to Benjamin Barton, chair of the Interest Group Council.

### **Constitution**

#### **ARTICLE I. Name**

The name of this organization shall be the Library Facilities Interest Group of the Georgia Library Association.

#### **ARTICLE II. Objective**

The purpose of this Interest Group shall be to collect and disseminate information in the general area of library automation.

#### **ARTICLE III. Relationship to Georgia Library Association**

The Library Facilities Interest Group is organized as a unit of the Georgia Library Association under the constitution and bylaws of that Association. Its constitution and bylaws are binding upon this Interest Group insofar as they relate to Interest Groups of the Georgia Library Association.

#### **ARTICLE IV. Membership**

Members of the Georgia Library Association interested in library facilities operations may become members of Library Facilities Interest Group by attending the meetings and/or by reporting their names to the Interest Group's chair or secretary.

#### **ARTICLE V. Officers**

##### **Section 1.**

The officers of this Library Facilities Interest Group shall consist of a chair, vice chair, and a secretary. The duties of the chairs and the secretary shall be those usually performed by such officers in deliberative assemblies.

7/8/2015

Zimbra

Zimbra

[jyoung29@kennesaw.edu](mailto:jyoung29@kennesaw.edu)

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**[GLA-L] Handbook Question**

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**From :** Mack Freeman <[johnmackfreeman@gmail.com](mailto:johnmackfreeman@gmail.com)> Thu, Jul 02, 2015 10:17 AM  
**Sender :** GLA-L <[gla-l-bounces@list.georgialibraries.org](mailto:gla-l-bounces@list.georgialibraries.org)>  
**Subject :** [GLA-L] Handbook Question  
**To :** GLA Listserv <[gla-l@list.georgialibraries.org](mailto:gla-l@list.georgialibraries.org)>

Hello everyone,

I wasn't sure who to direct this request to, so I thought I would send it to the list and see if anyone can point me in the right direction. I was looking through the GLA Handbook after this year's Scholarship Selection Committee meeting, and I noticed that Article V, Section 2 of the Bylaws say that no person can serve on a committee for more than two consecutive years.

We have numerous members of the Scholarship Committee who have served for more than two years. In fact, based on the way that the Vice-Chair has succeeded as chair over the last several years, I will serve my third year as chair next year. Is there any way that this section could be amended from:

The chair and all members of standing committees shall serve during the year for which they are appointed. They may be reappointed for a second term, but not for a third consecutive term.

to something more like:

The chair and all members of standing committees shall serve during the year for which they are appointed. They may be reappointed for additional terms as needed and as their interests in the affairs of the committee continues.

Thanks in advance for your help with this!

Mack F.

--

John Mack Freeman  
Marketing and Programming Coordinator, WGRL  
213-435-1698  
[www.johnmackfreeman.com](http://www.johnmackfreeman.com)

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To post a message to GLA-L members, send email to: [gla-l@list.georgialibraries.org](mailto:gla-l@list.georgialibraries.org)

Appendix XI. ([Return to Slate of Officers Approval.](#))



## 2016 (2017) GLA Proposed Ballot of Officers

From Carol Stanley-

The GLA Nominating Committee would like to present the proposed ballot of officers for 2016 to the Executive Board:

### **Vice President/President Elect**

- Elizabeth McKinney (GPLS)
- Geri Mullis (Marshes of Glynn Libraries)

### **2nd V.P./Membership Chair**

- Mack Freeman (West Georgia Public Library)
- Jennifer Lautzenheiser (Middle Georgia Regional Libraries)

### **Secretary**

- Casey Long (Agnes Scott College)
- Jean Cook (University of West Georgia)

### **Treasurer**

- Eli Arnold (Oglethorpe University)
- Pamela McCreles (Chattahoochee Valley Libraries)