

## GLA Executive Board Meeting

Wednesday, October 7, 2015 – 11:00 am - 1:00 pm

Grand Hall 3, Classic Center  
Athens, GA

**Present:** Ariel Turner, Lace Keaton, Carolyn Fuller, Geri Lynn Mullis, Gordon Baker, Cathy Jeffrey, Karen Manning, Virginia Feher, Rita Spisak, Lorene Flanders, Emily Thornton, Benjamin Barton, Wendy Cornelisen, Eli Arnold, Casey Long, Susan Morris, Angela Megaw, Tamika Barnes, Jennifer Young, Kara Mullen, Michael Wilson, Linda Cooks, Mack Freeman, Carol Stanley.

**Call to Order:** Lace called the meeting to order at 11:03 AM.

### Welcome and Introduction

**Approval of Agenda:** Addition of discussion of GLA mugs the Scholarship Committee wishes to sell to agenda.

- **MOTION (Gordon Baker):** Add discussion of Scholarship Committee mug sale to the agenda under new business.
  - **SECONDED (Ariel Turner)**
  - **MOTION PASSED**

**Approval of Minutes:** July 17, 2015 meeting. Copy distributed at meeting does not include edits that reflect Cathy's nay vote on the motion to hire a consultant.

- **MOTION (Ariel Turner):** Ariel moves to approve, provided the minutes are amended to include a record of Cathy's nay vote on the motion to hire a consultant.
  - **SECONDED (Angela Megaw)**
  - **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):** CCRT has been very supportive. COMO Stats: 520 people registered, 121 registered for movie night, 150 for the all conference lunch, 200 for meet the authors/authors reception. She also feels that it's important to make a good impression at the conference, considering that we have paid sponsors this year, and especially because GLA is working on building and improving its relationship with school librarians. We have the responsibility of representing our sponsors as well as ourselves. Sponsors for this year's COMO include: Georgia Center for the Book (\$1000), TNT (\$750 - \$250 for the movie night), Quality Books (\$500), as well as Bronze Sponsors (\$100 - Elarbee Thompson, Ebsco, Carl Vinson Institute of Government, Recorded Books). Ebsco also donated tote bags.

2. **Treasurer's Report (Ashley Dupuy):** P&L and Balance sheet distributed as of October 10 ([Appendix I](#)). The balance sheet tells us our assets - \$700,000 in checking and 2 CDs. Currently making money according to P&L, will have expenses towards end of the year, but will have money coming in from the scholarship raffle. We are ahead of budget estimate on membership by about \$2500. All of the award expenses and most of the travel are already in, which are some of our biggest expenses.
3. **Administrative Services Report (Kara Mullen):** Distributed report ([Appendix II](#)). Standard activity. For the executive board election there was a 43% return rate with the ballot. Only one person reported technical issues voting, but she is open to suggestions for improving the process. Have been verifying membership for COMO registration. Currently we have the highest membership since October 2011. Many new members joined. 771 members currently. Also Kara can produce lists for chairs of committees of members interested in those committees.
4. **GLQ Report (Virginia Feher):** Summer issue has been published and included the candidates for offices. The peer reviewed aspect is going well right now. Fall issue will be out by November 1 if everyone gets COMO reports in. Typically GLQ publishes awards, so Ginny will be at the ceremony taking pictures - the fall issue is sort of the COMO issue. The winner of last year's ALD papers is the peer reviewed article for this issue. Virginia will send summer report to be included in these minutes as an appendix ([Appendix III](#)).
5. **ALA Councilor's Report (Lorene Flanders):** Courtney Young, previous ALA President, is landing in Atlanta right now and will be presenting with Lorene and Amy tomorrow from 10-12 - a double session on leadership with input from the audience about how libraries can transform your communities. Amy is chairing a committee to prepare for ALA Midwinter in Atlanta, and it is meeting after this meeting today. Lastly, Lorene has a draft of letter to President Obama asking that he appoint a professional librarian to Librarian of Congress. Will discuss under new business.

### **Division Reports**

1. **Academic Library Division (Angela Megaw):** Jennifer Young is the winner of the ALD Papers this year, will present on Friday. Sofia Slutskaya is the new Vice President for ALD, and Ariel Turner the new Secretary for the coming year.
2. **Public Library Division (Tammy Henry):** No report.
3. **Paraprofessional Division (Annisia Roberts):** No report.
4. **School Library Division (Lucy Green):** No report.
5. **Special Library Division (Tamika Barnes):** Sent survey to people who indicated that they wanted to be involved with SLD, and got feedback for the kinds of programs and things they want to do and who is interested in leadership roles within the division.
6. **Trustees Friends Division / FOGL (Gordon Baker):** Kay Pickney is our Friends of Georgia Libraries (FOGL) liaison and working with FOGL about merging the division and FOGL to have a unified group after the national group which also unified.
7. **Interest Group Council Report (Benjamin Barton):** The interest groups had an active year; created a Library Facilities Interest Group and have asked all Interest Groups to find new chairs/vice chairs and secretaries during business meetings at COMO, so that we can

have that information available by midwinter. Interest Group Council is co-sponsoring the New Members Round Table dinner and is set for Thursday at 7:30PM at Transmetropolitan. They will make brief announcements at dinner and select a new Vice Chair of the Council.

8. **New Members Round Table Report (Eli Arnold):** NMRT will have a joint dinner with the interest groups, have sponsored a resume review clinic and leadership panel headed by Virginia Feher, and have unofficially sponsored a first time COMO attendees session. NMRT may officially sponsor the first time COMO attendees session next year and will try to make this an annual thing. NMRT had a good year, including several joint events with MALA, as well as the Society of Georgia Archivists and Special Libraries. South Georgia activity was very successful, with 22 attendees.

## Committee Reports

9. **Awards (Jean Cook):** No report.

10. **Constitution/Bylaws (Sarah Maudlin):** No report.

11. **Governmental Relations (Wendy Cornelisen):** GPLS hosted a legislative roundup webinar in July and have been approached by the Carterette Webinar Series team to repeat the webinar in February -- there is a tentative date set for that. Wendy will continue to work with State Librarian Julie Walker to coordinate the webinar, and will be working on plans for 2016 with Cathy. Lace added that the webinar was very interesting and worth a listen.

12. **Handbook (Jennifer Young):** This is Jennifer's last Executive Board meeting as Chair -- Ana Guimaraes is Chair-Elect and will be taking over for the next year or two as Chair. Jenn will stay on the committee as Past-Chair and they are looking for a Vice Chair.

Current Handbook Committee proposals before the board (Appendix IV):

- a. Annissa proposed removing the article concerning the website from the Paraprofessional Division section, because it is inaccurate - as webmaster, Sofia Slutskaya maintains the website.
- b. People have asked often about changes to the handbook, and the procedures in Letter A were written by Jennifer about how to do that. These were discussed at the last GLA Executive Board meeting, and the procedures were edited accordingly, removing the section about making minor punctuation or grammar changes and updating appendices at the discretion of the Handbook Committee. Cathy mentioned the need to specify that this would apply to everything except the Bylaws and Constitution. Gordon mentioned that SELA Bylaws changes have to be made in print and mailed to the Executive Board 30 days before the vote comes. Jennifer proposed adding something to the procedures stating that they must be sent to the Executive Board a certain number of days/weeks beforehand. The board agreed that 2 weeks would be appropriate. The "when possible/ahead of time" language will be removed and a hard deadline of 2 weeks in advance of the Executive Board meeting will be specified. There will also be a caveat added that these procedures exclude the Bylaws and Constitution in the top paragraph -

“These procedures apply to all sections of the handbook except for the Constitution and Bylaws”. Geri pointed out that proposals for changes should be put under new business instead of the Handbook Committee’s report, though this could fall under old business as well. When the changes are made to these procedures, the chair will send up the updated version to the Executive Board. Kara asked where these procedures will reside. Jennifer suggested the handbook section of handbook, as well as on the Handbook Committee webpage.

13. **Membership (Karen Manning):** No report.
14. **Nominating (Carol Stanley):** A successful election was held. Gordon and Carolyn are handling the induction of officers during the Awards Ceremony at COMO. Carol introduced the new officers to the board -- Vice President/President Elect Elizabeth McKinney, 2<sup>nd</sup> Vice President/Membership Chair Mack Freeman, Treasurer Eli Arnold, Secretary Casey Long. From now on, should the Nominating Committee Chair be responsible for the induction/do we want to change the tradition? Think about it going forward. Thanks to Kara Mullen for handling the electronic elections. Virginia: if the new officers send a blurb to her, she’ll include it in the GLQ.
15. **Public Relations (Elizabeth Mckinstry):** No report.
16. **Carterette Series (Casey Long):** There have been 6 webinars this year; 2 since the last Executive Board meeting - July 29 OER with Mary Ann Cullen (229 attendees), September 9th Genealogy with Randall Gooden from Clayton State (137 attendees). So far 1319 have attended the webinars this year. Also the team is working on an article for GLQ on the series. There will be 2 more this year – October 21 Technical Services and Public Services working together with Erin Leach and Jaleh Fazelian and December 9 Library Freedom Project with April Glaser and Allison Macrina. Ashley Dupuy pulled them together. Dates for next year are setup, and the team will be sending surveys out to get ideas for topics. 2016 dates: February 3, March 9, April 13, May 25, July 6, August 17, September 17 and November 9. Also, Carterette is moving from separate wiki to the GLA website. ([See Appendix V for full report.](#))
17. **Records (Deborah Davis):** No report.
18. **Scholarship Committee (Linda Cooks):** Setting up today for the Scholarship Raffle in the vendor area. The goal this year is to fully fund the scholarships, so to help with that the committee came up with a fundraiser idea. The committee wants to sell coffee mugs with literary quotes about librarians on them, and identified 3 quotes by 3 different authors to use. They wrote to two authors and the literary agent who is the administrator of the third’s (Barbara Pym’s) estate and all were very supportive of the mugs and were happy to contribute to the cause. Each mug features a quote on one side and the GLA logo on the other. The intention is to bring good attention to the GLA. Kimberly Boyd is bringing the mugs later today. The board will discuss the mug sales in new business. Mack would also like to thank Kara for all of her help this year. Now the Scholarship Raffle is set up to take credit cards with direct deposit to the GLA Paypal account. Also thanks to Elizabeth McKinney - the Carterette Run t-shirt fundraiser raised almost \$1,200 for scholarships.

19. **Student Assistants and Student Media Festival (Gordon Baker):** Alice Murphy will chair the committee next year and head up the Georgia Association of Media Assistants (GAMA). Gordon and Alice will present today on the history of GAMA and are in the process of getting it revitalized. Friday, May 13th is the Student Media Festival in McDonough and they are in need of judges. Please volunteer.

### Old Business

1. **Strategic Planning (Lace Keaton):** There will be a GLA strategic planning session on Friday November 6, 2015 from 9-5 at the Porter Memorial Library in Covington. GPS will find the oak hill elementary school easier than the library. Ashley asked who is invited, and it is currently open to the current Executive Board. Ashley asked if we can we invite the new board, and Lace agreed. There is a survey to prepare for the session and it ends October 15. The survey is online and there are paper copies at the COMO registration desk. We already have 250 responses, so that is encouraging. Lace will send an invitation out to the new Executive Board.

### New Business

1. **Librarian of Congress letter (Lorene Flanders):** We are asking President Obama to appoint a librarian as the next Librarian of Congress, and would like to submit a letter on behalf of GLA ([Appendix VI](#)). 22 state chapters so far have submitted a letter and 12 more including Georgia are considering letters. Eli noted that there is an extra comma in second paragraph.
- **MOTION (Gordon Baker):** Motion to send the letter with corrections noted.
    - **SECONDED (Ariel Turner)**
    - **MOTION PASSED**
2. **Handbook revision – Paraprofessional Division Section and Handbook Procedures:** ([See 12a and 12b under Handbook Committee Report.](#))
- **MOTION (Ashley Dupuy):** Motion to approve the changes to the Paraprofessional Division Section.
    - **SECONDED (Eli Arnold)**
    - **MOTION PASSED**
  - **MOTION (Ashley Dupuy):** Motion to approve changes to the Handbook procedures.
    - **SECONDED (Eli Arnold)**
    - **MOTION PASSED**
3. **Georgia Library Quarterly (Virginia Feher):** Julie Higbee is the Associate Editor and Peer Review Editor Coordinator. The Associate Editor is a Vice Chair-type position and needs to be mentored. Julie has too much to do, so GLQ would like to split the position into two. Virginia proposes appointing Eli Arnold as the Associate Editor (long term position).
- **MOTION (Gordon Baker):** Approve appointment of Eli Arnold as Associate Editor for the GLQ.
    - **SECONDED (Lorene Flanders)**

○ **MOTION PASSED**

**4. Scholarship Committee Mugs – can they be sold at COMO?**

(**Secretary's note:** There are two coffee mugs in question. Each mug features the GLA logo and a quote. There is also one travel mug with a quote and the GLA logo. These are the coffee mug quotes:

“Of course it’s alright for librarians to smell of drink “ – Barbara Pym. [Quote number 1]

“Do I have to talk to insane people? You’re a librarian now, I’m afraid that’s mandatory” - Jasper Fforde[Quote number 2]

This is the travel mug quote:

“Librarians are the last defense between society and chaos” - Sean McMullen [Quote number 3])

Gordon: as chair of a public library trustee board, the wording of the quotes worry him because we have a tenuous relationship with commissioners, so they’re always looking for something to suggest that public libraries are unnecessary. Barbara Pym’s quote causes concerns – constituents on trustee boards and those that fund at the state level – unsure how they would take the quote if it should get in their hands. The GLA reflects all libraries in the state so there are concerns about appearance. Lace voiced concern that anything with the GLA logo on it must be approved by the board prior to use. Once the logo is used it reflects the state.

The second quote - “Do I have to talk to insane people? You’re a librarian now, I’m afraid that’s mandatory” – causes concern about how that reflects on the association - looks like the GLA endorses these sentiments. Lace voiced concern that the sponsors will get flack too, and these are new relationships. Lace is also opposed to the mugs because they weren’t brought before the board first. Lace talked to the GAIT president, who is Co-Chair of the COMO Committee this year, who also said she didn’t think they should be sold.

Virginia Feher voiced concerns about censorship.

Cathy Jeffrey agrees with Lace that anything using the logo should be brought by the GLA board, and the Scholarship Committee Chair has already apologized for overlooking that. It is important to protect the logo. However, Cathy also agrees with Virginia, and would not like to see us decide that we can’t have free speech – would not want to worry about other people’s opinions about what literary quotations we use – we should support free speech. Whichever way we go, the Scholarship Committee Chair should not bear any financial responsibility for the issue.

Ashley Dupuy mentions that the mugs are typically internal – for personal use, not meant for the public to buy, and adds that they are fun and have been liked by many people. Lace countered that we can’t assure that, and vendors are here who will see them. Carolyn Fuller voices concerns that librarians have a really difficult time coming across as professionals, worries that it’s not a professional statement even though it’s a funny quote. She is also concerned that they are disrespectful to patrons. If you have it out on your desk at the library, and a patron sees it that’s disrespectful. She showed the mugs to younger staff in her library and asked for their feedback and they were not well received. Carolyn hopes that they don’t

get out, worries about it being attached to the GLA. Not what the GLA stands for. She is also concerned about conservative legislators seeing them.

Because no one has issues with quote number three, Emily Thornton asks if we can say that the travel mug is okay and we're talking about the coffee mugs, but Lace says that the issue is also about the logo being used. Virginia says that people forget to ask permission, and what's done is done - have seen other people do that. Think we should just approve or not approve the sale of the mugs today, shouldn't just throw it out because it wasn't pre-approved. Lace: we're talking about something bigger – representing the state of Georgia libraries. Cathy: the Executive Board has the chance today to approve or not approve the sale of the mugs. Gordon added that the board can also approve to not sell but reimburse the Scholarship Committee for the costs of having the mugs made.

- **MOTION (Angela Megaw):** Motion to approve each individual item.
  - **SECONDED (Cathy Jeffrey).**
  - **2 OPPOSED (Gordon Baker and Lace Keaton)**
  - **MOTION PASSED**
  
- **MOTION (Eli Arnold):** Approve the sale of mugs with quote number one.
  - **SECONDED (Ashley Dupuy)**
  - **7 IN FAVOR, 6 OPPOSED**
  - **MOTION PASSED**
  
- **MOTION (Eli Arnold):** Approve the sale of mugs with quote number two.
  - **SECONDED (Ashley Dupuy)**
  - **6 IN FAVOR, 7 OPPOSED**
  - **MOTION DOES NOT PASS**
  
- **MOTION (Eli Arnold):** Approve the sale of travel mugs with quote number three.
  - **SECONDED (Ashley Dupuy)**
  - **1 OPPOSED (Lace Keaton)**
  - **MOTION PASSED**
  
- **MOTION (Eli Arnold):** Motion to reimburse the Scholarship Committee for the cost of making the mugs.
  - **SECONDED (Ashley Dupuy)**
  - **1 OPPOSED (Lace Keaton)**
  - **MOTION PASSED**

Following the vote, Carolyn Fuller asked that the following statement from her be added to the minutes: “I have paid for staff to be members of the GLA and will no longer do that, because the quotes do not represent what a library should have. And I will not pay for my staff to participate in GLA functions because they were offended by the first two quotes, and I would like to go on record as feeling this way.”

**Announcements (Rita Spisak):** SELA will co-sponsor the conference next year.

- **MOTION (Ariel Turner):** Adjourn the meeting.
  - **SECONDED (Eli Arnold)**
  - **MOTION PASSED**

Meeting adjourned at 12:22PM

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

11:23 AM  
10/06/15  
Cash Basis

**Georgia Library Association  
Profit & Loss  
January 1 through October 10, 2015**

	<u>Jan 1 - Oct 10, 15</u>
<b>Income</b>	
Conference/Program Income	
COMO	21,227.69
Midwinter Conference	3,570.00
<b>Total Conference/Program Income</b>	<u>24,797.69</u>
GLQ Income	
Advertising	600.00
Subscriptions	35.00
GLQ Income - Other	74.02
<b>Total GLQ Income</b>	<u>709.02</u>
Membership	
Non-Salaried	24.00
Organization	295.80
Paraprofessional	461.84
Prepaid	240.24
Professional	12,691.82
Retired	368.20
Student	527.92
Student - ALA	1,634.00
Supporting	219.15
Trustee	117.78
<b>Total Membership</b>	<u>16,580.75</u>
Sales Revenue	
GLA Merchandise	51.00
<b>Total Sales Revenue</b>	<u>51.00</u>
Scholarship Income	
Scholarship - Unspecified	115.00
<b>Total Scholarship Income</b>	<u>115.00</u>
<b>Total Income</b>	<u>42,253.46</u>
<b>Expense</b>	
Administration	
Carterette Webinars Stipend	750.00
GLA Administrative Services	12,000.00
Postage	208.00
Printing	115.00
Webmaster Stipend	750.00
<b>Total Administration</b>	<u>13,823.00</u>
Awards, Grants & Scholarships	
Beard Advocacy Award	100.00
Beard Scholarship	1,000.00
EBSCO Award	250.00
GLA Awards Plaques	823.58
GLA Team Award	499.95
Hubbard Scholarship	750.00
McJenkin Rhey Award	100.00
Nix Jones Award	100.00
Paraprofessiona Grant Plaques	0.00
Paraprofessional Grants	1,250.00
Richardson Award	100.00
<b>Total Awards, Grants &amp; Scholarships</b>	<u>4,973.53</u>
Conference/Program Expenses	
Atlanta Emerging Librarians	436.62
Carterette Online Series	179.00
COMO	1,950.00
Midwinter Planning Meeting	3,589.00
Special Programs	214.98
<b>Total Conference/Program Expenses</b>	<u>6,369.60</u>

11:23 AM  
10/06/15  
Cash Basis

**Georgia Library Association**  
**Profit & Loss**  
January 1 through October 10, 2015

	<u>Jan 1 - Oct 10, 15</u>
Dues and Donations	
American Library Association	220.00
Georgia Peach Book Award for T	162.98
Georgia Student Media Festival	1,000.00
Total Dues and Donations	1,382.98
Fundraising Expenses	
Raffle Seed Money	200.00
Total Fundraising Expenses	200.00
Georgia Library Quarterly	
Layout	500.00
Georgia Library Quarterly - Other	296.31
Total Georgia Library Quarterly	796.31
Sales Expense	
Georgia Sales Tax	31.50
Total Sales Expense	31.50
Travel	
ACRL Representative	3,419.06
ALA Councilor	2,540.94
President	1,719.95
SELA Representative	915.92
Total Travel	8,595.87
Total Expense	36,172.79
Net Income	<u>6,080.67</u>

Georgia Library Association 2015 Final Budget		
<b>Income</b>		<b>\$45,148.50</b>
Conference/Program Income	\$24,797.69	
COMO 2014 Profit	\$ 21,227.69	
Midwinter Planning Meeting	\$3,570.00	
Money from General Fund	\$2,750.81	
GLQ Income	\$500.00	
Membership Dues	\$14,000.00	
Scholarship Income	\$3,000.00	
Other Income	\$100.00	
<b>Expense</b>		<b>\$45,148.50</b>
Administrative Expenses	\$16,358.00	
Administrative Services	\$12,000.00	
Webmaster Stipend	\$1,000.00	
Carterette Webinar Stipend	\$1,000.00	
GLQ Layout Stipend	\$1,000.00	
P.O. Box Rental	\$58.00	
Postage	\$600.00	
Printing	\$400.00	
Supplies	\$100.00	
Public Relations	\$200.00	
Awards, Grants, and Scholarships	\$7,300.00	
Beard Scholarship	\$1,000.00	
Hubbard Scholarship	\$3,000.00	
GLA Awards	\$800.00	
Paraprofessional Grants	\$1,250.00	
Award/Grant Expenses (Plaques, Meals, Comped Registrations)	\$550.00	
Scholarship Recipient COMO Travel	\$400.00	
Additional Scholarship Committee Fundraiser	\$200.00	
Scholarships Committee Expenses	\$100.00	
Bank Service Charge	\$20.00	
Conference/Program Expense	\$7,289.00	
ALA Emerging Leaders Grant	\$0.00	
Atlanta Emerging Librarians	\$500.00	
New Member's Round Table	\$250.00	
COMO	\$2,950.00	
Keynote Speaker--GLA Donation	\$1,950.00	
Academic Division Programming	\$500.00	
Public Division Programming	\$500.00	
Authors' Reception	\$0.00	
Miscellaneous Expenses	\$0.00	
Georgia Library Day	\$0.00	
GLA Midwinter Meeting	\$3,589.00	
Midwinter Speaker	\$0.00	
Special Programs	\$0.00	
Dues/Donations	\$1,650.00	
American Library Association Dues	\$150.00	
Freedom to Read Foundation	\$100.00	
Georgia Archives Month	\$200.00	
Georgia Peach Book Award	\$200.00	
Georgia Student Media Festival	\$1,000.00	
Georgia Library Quarterly Lunch	\$200.00	
Miscellaneous	\$100.00	
Handbook Committee Trip to GLA Archives	\$200.00	
Sales Tax	\$31.50	
Travel Expense	\$12,000.00	

ACRL Representative	\$4,000.00
ALA Councilor	\$4,000.00
President	\$1,000.00
SLA Representative	\$1,000.00
Vice President/President Elect	\$1,000.00
National Legislative Day	\$0.00
<b>Net Income/Expense</b>	<b>\$0.00</b>

**Notes:**

- Income is variable based on estimates from previous years. Income for 2015 for Midwinter and 2014 COMO are exact.
- All expenses from the past years and new proposed expenses are listed on this budget. If expenses are not chosen to be funded for a particular year, the amount will be \$0, but the line will be left in the budget for reporting and history.
- Historically the Administrative Services fees are paid at the beginning of the quarter that they work. The stipends for the webmaster, Careeristic webinars and SIG are paid at the end of the quarter that they work.
- SLA Awards are a variable expense based on the number of awards the Awards Committee chooses to give out. There are 8 possible awards. [See website for descriptions.] Each award winner gets \$100.00. For the group award—each member will get \$100.00, maximum amount for entire group will be \$800.00.
- Paraprofessional grants: In the past we have given out \$250.00 grants to 5 paraprofessionals in order to cover expenses to attend COMO.
- Scholarship winners get a compact registration to COMO and \$200.00 each for COMO expenses. Compact registrations are put into the Award Expenses like the paraprofessional grants.
- All dues/donations listed have been paid in the past.
- Travel Expenses: In 2014, we increased the travel money for the ALA Councilor and ACRL Representative. ALA Councilor is expected to attend ALA Midwinter and ALA Annual as part of their duties for ALA so we will cover their expenses to attend both conferences at \$2,000 per conference. In the past if the ALA Councilor-Elect needs/wants to travel to ALA Midwinter they were asked to share the budget of the ALA Councilor. The budget committee would like to suggest that in the year there is an ALA Councilor Elect that we budget an additional \$1,000 for their travel to ALA Midwinter. ACRL Representative is expected to attend ALA Annual and ALA Midwinter as part of their duties for SLA. They do not have to attend ACRL. So as of 2015 we will cover their expenses to attend both conferences at \$1,900 per conference. Voted on via email from the Executive Board 10/20/14. SLA representative will only get travel money in years when SLA/COMO is not a joint conference.
- In 2015 the New Member's Round Table was given \$250.00 in order to start an Emerging Librarians group in South Georgia.
- The 2015 Public Relations budget of \$300 is for Facebook post boosts.
- The \$600 budget for the Academic Division can be used for the Academic Paper winner, but only up to \$250. The balance can be used for programming.

11:24 AM  
10/06/15  
Cash Basis

**Georgia Library Association**  
**Balance Sheet**  
As of October 10, 2015

	<u>Oct 10, 15</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Checking	79,542.44
Total Checking/Savings	<u>79,542.44</u>
Total Current Assets	79,542.44
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>	<u><b>209,019.64</b></u>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Retained Earnings	202,938.97
Net Income	6,080.67
Total Equity	<u>209,019.64</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>209,019.64</b></u>

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

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

October 7, 2015

#### **DATABASE**

Regular maintenance

#### **MEMBERSHIPS**

Processed memberships

#### **GLA OFFICERS AND ACADEMIC DIVISION ELECTRONIC BALLOT**

Current members

276 ballots submitted of 638 sent (43% return rate)

#### **COMO REGISTRATION**

Membership list for registration

Verified memberships during registration period

#### **MIDWINTER**

January 22, 2016 at Clayton State University

#### **MEMBERSHIP LISTS**

Georgia Archives Month

Library Facilities Interest Group

Membership Committee

New Members Round Table

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

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

#### **GLA LISTSERV**

Manually subscribed new members

Troubleshoot technical issues with member accounts

921 members currently subscribe

## GLA Membership Report

October 7, 2015

Membership Type	Oct 13	Jan 14	Apr 14	Jul 14	Oct 14	Jan 15	Apr 15	Jul 15	Oct 15
Professional	368	344	325	340	380	387	377	411	462
Student	178	170	163	162	137	138	135	126	137
Paraprofessional	75	70	64	62	70	74	68	67	95
Life/Honorary	45	42	42	42	42	40	40	40	40
Retired	11	10	14	11	13	17	17	14	15
Organizational	5	6	7	9	10	12	12	10	10
Trustee/Friend	6	6	2	4	4	5	5	5	7
Corporate	1	1	1	1	1	0	0	0	0
Sustaining	2	2	2	2	2	1	1	1	0
Supporting	1	0	0	1	2	4	4	4	4
Benefactor	1	0	0	0	1	0	0	1	1
<b>Total</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>	<b>771</b>

**Appendix III. GLQ Summer Report. ([Return to Minutes.](#))**

**GLQ Report; July 17, 2015 GLA Executive Board Meeting**

- The GLQ Editorial Board had their annual meeting on June 5, 2015.
- Readership has increased almost 50 percent from 2013 to 2014.
- The summer issue should be published very soon; it will include GLA candidate bios.
- We should have a peer reviewed article for the next three issues.
- I will publish the fall issue after COMO, and it will include a lot of news from COMO, per usual; so chairs of interest groups, committees, etc. should consider submitting a news item featuring their activities at COMO; if interested, please remember to take photos (news items typically feature photos). I will send out the call for news items with the deadline in September so everyone can plan ahead.

Respectfully submitted,

Virginia Feher

**Appendix IV. Proposed Handbook Changes. ([Return to Minutes.](#))**

Proposed Changes to the GLA Handbook  
Executive Board Meeting  
Oct. 9, 2015

#### **A. Handbook Committee**

Proposed by: Jennifer Young, Handbook Committee Chair

(No original text to reference, as this is a proposed addition to the Handbook Committee section or it could be listed as an appendix.)

Procedures for Making Changes to the GLA Handbook

At their discretion, the Handbook Committee can make minor grammar and punctuation changes to the Handbook and update appendices with referenced information (such as the Past Officers section). 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. Only items that have been written up will be considered for a vote.
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. Printed copies of the proposed changes will be provided at the meeting.
3. Proposals are voted on at the Executive Board during the Handbook Committee 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.
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 requester's 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 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.

Primarily, voting for 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.

## **B. Paraprofessional Division**

Proposed by: Anissa Roberts (represented by Karen Manning)

The request is to remove the following information from the Paraprofessional Division section. This information is outdated, as GLA has a designated webmaster that is handling the Paraprofessional Division website updates.

### ARTICLE VI. Website

#### Section 1. Webmaster

The Chair shall, subject to approval by a majority of the officers, appoint a Webmaster to maintain the Division's Website.

#### Section 2. Duties of the Webmaster

1. The Webmaster shall create, maintain and update the Paraprofessional Division's official Website and listserv as needed.
2. The Webmaster shall respond to questions and issues related to the Division's Website and list-serve.
3. The Webmaster shall post information about upcoming events to the Website in a timely fashion.
4. The Webmaster shall attend all Division meetings unless he/she is excused from attending the meeting by the Chair, in the event of an emergency.
5. The Webmaster shall provide updates to the Chair as requested.

Appendix V. Carterette Report. ([Return to Minutes.](#))

**Carterette Series Webinar Report to the GLA Executive Board  
- October 7, 2015**

Carterette Series Webinars has hosted 6 webinars this year.

Date	Session	Attended	Registered
September 9, 2015	Relationship with Genealogists (Gooden)	137	258
July 29, 2015	Open Educational Resources (Cullen)	229	550
June 17, 2015	Genderizing the Librarian Stereotype (Gaines)	192	404
May 6, 2015	ACRL Framework (Gibson & Jacobsen)	462	850
April 1, 2015	I Reject Your Reality (Horne)	98	166
February 25, 2015	Fandom (Arrant and Couch)	201	322
<b>Total</b>		<b>1319</b>	<b>2577</b>

The series has two more scheduled for this year.

- October 21 - 2PM EST : It Takes Two: Technical Services and Public Services Collaborations - Presented by Erin Leach and Jaleh Fazelian
- December 9 - 2PM EST : April Glaser and Alison Macrina from the Library Freedom Project will be talking about their campaign to teach libraries how to teach library patrons about protecting their privacy.

Tentative Dates for the Webinars next year include: February 3, March 9, April 13, May 25, July 6, August 17, September 28, and November 9.

As we last year we are surveying the Committee Chairs and Interest Group Chairs to see if there are any speakers or topics they would like to see in our line up next year.

We are also currently working with Sofia Slutskaya to move our website from the GLA Wiki to the GLA website.

- Submitted by Casey Long

**Appendix VI. Letter to the President. ([Return to Minutes.](#))**



October 7, 2015

President Barack Obama  
The White House  
1600 Pennsylvania Avenue, NW  
Washington, DC 20500

Dear Mr. President:

The Georgia Library Association joins the American Library Association in urging you to appoint a professional librarian as the next Librarian of Congress. The Librarian of Congress must be a person who understands and communicates the opportunity that libraries and cultural institutions create and the importance of these institutions to American democracy, economic development, and education.

As steward of resources representing the nation's past and present, the Library of Congress requires a visionary and informed leader who will extend this stewardship in the context of a 21<sup>st</sup> century information environment, and one who is capable of mapping a course for the future. Please support libraries across the nation, and throughout the world, by assuring that the next Librarian of Congress be a professional and dedicated librarian.

Sincerely,  
The Board of the Georgia Library Association

Lace Keaton, President

Cathy Jeffrey, President-Elect

Susan Morris, Past President

Georgia Library Association  
PO Box 793 Rex, GA 30273