

**Georgia Library Association
Executive Board Meeting
July 21, 2016
Agnes Scott College, Decatur, GA**

Present: Amy Eklund, Ana Guimaraes, Ashley Hoffman, Tamika Barnes, Kimberly Boyd, Casey Long, Eli Arnold, Emily Thornton, Gordon Baker, Lace Keaton (online), Mack Freeman, Elizabeth McKinney, Sarah Reynolds, Rebecca Rose, Rita Spisak (online), Sarah Causey (online), Sofia Slutskaya, and Virginia Feher

I. Call to Order and Welcome: Cathy Jeffrey
10:06 a.m.

II. Approval of Minutes: Casey Long

Motion: Eli Arnold moved to approve the minutes from the April 15, 2016 meeting. Mack Freeman seconded the motion. Motion passed.

III. Treasurer's Report: Eli Arnold

Copies of the balance sheet and the profit and loss statement were passed out. Eli reported that there was nothing out of the ordinary. A board member asked about a \$52 charge back fee listed under bank charges and Eli said it was a returned check from the midwinter meeting.

IV. Administrative Services Report: Gordon Baker / Kara Mullen

Gordon Baker reported that Kara Mullen has revised the membership forms to include the name change for Research and Assessment Interest Group. She created membership lists for New Members Round Table and Membership Committee. He noted that the GLA Administrative Services Activity Report which was handed out in the meeting included the GLA Membership Report.

V. ALA Councilor's Report: Amy Eklund

Amy Eklund reviewed the ALA Councilor's Report to GLA Executive Board which was emailed previously and provided at the meeting. Main areas of interest to highlight include:

- Resolution on Gun Violence Affecting Libraries, Library Workers, and Library Patrons that calls on libraries to be safe havens and advocates of peace. Though the membership voted to approve this measure, the ALA Council voted to defer this issue until ALA Midwinter.
- Resolution Calling upon Libraries to Build More Inclusive Communities was passed. A GLBTRT toolkit is available to assist libraries with serving the GLBT community in libraries.
- ALA Task Force on Equity, Diversity and Inclusion is doing great work. Their report made 58 recommendations.

- Conference Accessibility Task Force is still gathering data about conference issues related to accessibility. Once they are done with their report, Amy highly recommends that GLA review and implement their recommendations.
- The Libraries Transform Campaign will continue for the next 2-3 years. Amy recommends that GLA and libraries continue to participate in this campaign and utilize the marketing materials provided.
- Tamika Barnes was elected to the ALA Planning and Budget Committee during the ALA conference in Orlando.

VI. **GLQ Report: Virginia Feher**

The editorial board met in May. Jennifer Lautzenheiser stepped down from the editorial board. Erin Prentiss is the new book review editor. The editorial board is considering changes to the the peer review process since it is labor intensive.

The summer issue is still in development and will be out in a couple of weeks.

VI. **Virtual Staff Development Day and Merrell Penson award: Julia Hulprich**

A. **Virtual Staff Development Day**

After GPLS approached GLA about co-sponsoring the Virtual Staff Development Day hosted by GPLS on April 12, 2016, GLA contributed \$500 to support the event. This one-day event, that consisted of a series of webinars, was very successful. For GLA the cost per attendee was 36 cents. Of the individuals who registered, 384 are not GLA members so Julia will share those names with the GLA Membership Committee for outreach purposes. Julia would like to see better integration with units in GLA next year to ensure that the talks appeal to a wide range of libraries. Several board members commented that members of their staff attended and really enjoyed it. Some of these were from academic libraries and some were individuals who never attend professional development events. In general the board felt this is the type of event that GLA should be supporting.

B. **Penson Award**

The Professional and Continuing Education Interest Group was asked to develop procedures and criteria for distributing the Penson Award. Application materials and guidelines have been developed. They will be soliciting nominees for the award in October 2018. RACL wants the award to be paid by the interest on the funds and interest needs to accrue. The individual who wins will need to do a presentation or write up about what they learned afterward. The board will approve the criteria before it goes out.

VIII. **Web Site Redesign Task Force Report: Elizabeth McKinney**

Task Force met. They added Christina Yao to the committee. They decided to do a survey to inform what will go into the RFP process. Survey took place in June. They are going through the data and are working on the proposal for the RFP. Hope to have something for the board

by the October meeting. Hope to have a draft of the website for the membership to look at in December at the Midwinter meeting.

Sofia Slutskaya provided highlights of the survey results. Most of the comments in the survey were about the content. Things that are missing from the website rather than the look and feel. Members want to be able to find out about GLA events and complained that there is not enough information about professional development opportunities. Also, they wanted to be able to quickly see how to renew membership and learn about joining divisions, committees, and interest groups. Many noted that the handbook needs to be more easily searchable. The website also needs an appealing reason why to join GLA. Most do not use the top level navigations and few go to the archives. Better integration with social media and a mobile friendly interface should be a priority. Also, unit leaders would like the ability to edit their own pages. Membership, Events, Carterette, Scholarship and GLQ are the most visited pages. Unfortunately the survey did not collect demographic data to understand the variance in how different types of members feel about these issues.

In response to the survey results board members shared ideas for improving membership outreach. This included a “now what” type document that the Membership Committee and New Members Roundtable are working on that will inform people who just joined GLA what they can do to get involved. It was also mentioned that we may want to email new members after they join to welcome them.

A board member recommended adding a revolving banner at the top. Another suggested that the redesign is a good opportunity to insert the new legislative resource. Cathy noted that it will be important for leadership to keep the content up to date. It was recommended that ensuring the website is compliant with accessibility guidelines goes into the RFP.

IX. **Committee Reports**

A. **Awards Committee Report: Miriam Nauenburg / Cathy Jeffery**

The list of individuals and the group selected by the Awards Committee to receive an award this year was presented.

- Bob Richardson Award: Evelyn Merk
- GLA Team Award: Georgia Student Media Festival Committee (Gordon Baker, Michelle Lenderman, Heidi Benford, Barbara Dantzler, Rebecca Rose, Linda Johnson, Amy Eklund)
- McJenkin-Rheay Award: Jean Cook
- Nix-Jones Award: Linda Golian-Lui

A vote to approve the list was deferred to an online vote since at least one board member wanted to see the nomination letters for the individuals/group selected for an award before voting to approve the list. A brief discussion ensued about updating the handbook to ensure the recommendation letters for the selected award candidates are forwarded to the board when the list of names is submitted to the board for approval. Only the letters for the recommended winners are required. Also, the instructions in the handbook should make it clear that the the Awards Committee does not need to give an award if they do not feel like there are candidates that are sufficiently qualified

for the award. The board also asked that the criteria for the awards be reviewed. Several awards have not been distributed in the several years.

B. Nominating Committee Report: Kimberly Boyd

The following list of nominees were presented:

- Vice President/President Elect: Fred Smith and Elijah Scott
- Vice President for Marketing & Branding: Ashley Dupuy and Sarah Mauldin
- Secretary: Jean Cook and Geri Mullis

Motion: Mack Freeman moved to approve list of nominees. Rebecca Rose seconded. Motion passed.

C. Handbook Committee Report: Ana Guimaraes

Since the board approved separating the GLA Constitution & Bylaws from the GLA Handbook, Ana developed a draft of the handbook that mirrors the constitution and bylaws when appropriate. Significant changes include:

- Adding Vice-President for Marketing and Branding to the personnel section of the handbook
- Noting in the powers and duties of the president section that the president will appoint a Vice-Chair/Chair-Elect each year for the committees, obtain board approval for all appointments to standing and special committees, and serve as Co-Chair of the Conference Committee.
- Noting that the Vice-President and President-Elect will serve as Co-Chair of the Conference Committee.
- Outlining the duties of the Vice-President for Marketing and Branding.
- Updating the Academic Division Bylaws to indicate that they ACRL Chapters Council representative shall serve for three years.
- Updating the elections procedures in the NMRT Bylaws to allow for electronic voting.

Ana also asked if she should change the language in the handbook in Section 1B that indicates that a quorum of the Executive Board require seven voting members. Does the addition of the Vice-President of Marketing and Branding change the quorum number? Discussion ensued about what constitutes a quorum of the Executive Board. Cathy recommended that Ana look at the language in the GLA Constitution and Bylaws and mirror the language that is provided.

The board members then discussed whether changes to the bylaws of the divisions and interest groups should require approval by the GLA Executive Board. Ana said that it is confusing that some groups need to have their changes approved and some don't. She wants it to be consistent. Several points were discussed including the fact that the board is uniquely suited to evaluate the potential changes and that interest groups frequently change their bylaws. Many agreed that for now the board would like to review the changes so that the changes are entered into the record as accepted but a formal vote of approval is not required. It was recommended that if there are any

changes to the constitution and bylaws next year perhaps that the board should look at the bylaws of the division and interest groups and then put in something in the constitution that indicate that board should review all changes before they are entered into the handbook. Ana asked if she can work with Sarah Maudlin to make a proposal on this issue to to present to the board.

Motion: Mack Freeman moved to accept the handbook changes brought forth by the GLA Handbook Chair except for Section 1B. Rebecca Rose seconded. Motion passed. *(Note: There were no changes in Section 1B proposed so the exception in the motion is unnecessary)*

D. Membership Committee Report: Mack Freeman

According to the Membership Report, GLA has 741 members which is an increase of 2%. That growth is being driven by professional membership and is expected to increase October. Mack reminded board members that there is an organizational membership. Mack encouraged our libraries to join as organizational membership. Sustaining and supporting memberships are also available.

The Membership Committee has been working on GLA's booth presence. Mack designed a tri-fold brochure that was passed out. The tone of the brochure is meant to be friendly and engaging. The board asked Mack to find different pictures for the brochure, and several members volunteered to assist in providing them. An updated version of the brochure will be provided at the October board meeting.

Membership is also doing a "Bring a Friend to COMO" contest. The contest will open August 1st. Anyone who refers someone to join GLA and they join, those people will be entered into a drawing for a free registration to COMO for both the existing member and new member. The winners will be asked to attend the awards events and submit pictures from the conference.

A board member asked if GLA tries to recruit from the library schools in surrounding state and encouraged Mack to find a way to reach out to more students and promote the student membership. It was also suggested that on the brochure that he consider including something with the history of GLA.

A discussion about GLA offering a van transport service during ALA Midwinter emerged. Though excited about the idea, most board members felt like it would involve too many liability issues. The board encouraged the Membership Committee to pursue a rideshare option more informally amongst members attending professional development events like ALA Midwinter. It was also recommended that we have people who might apply for ALA Councilor and ACRL Chapter Council to shadow the current members.

E. Scholarship Committee Report: Linh Uong / Mack Freeman

On behalf of Linnh Uong, Mack reported that the Scholarship Committee received an extremely strong pool of applicants and the two individuals selected by the committee

to receive the awards rose to the top. A description of the winners was distributed via email by Cathy Jeffrey with other committee reports. The recipients are:

- Hubbard Scholarship: Katie Mitchell
- Beard Scholarship: Anne Marie McLean

Motion: Eli Arnold moved to accept list of scholarship recipients selected and presented by the Scholarship Committee. Tamika Barnes seconded. Motion passed.

The Scholarship Committee is starting to get donations for the scholarship raffle. Linda Jones has retired and will not be part of the Scholarship Committee. Mack encouraged people to contribute things. The committee had a record-breaking raffle in terms of items and contributions last year.

The Scholarship Committee budgeted \$550 to send someone to the ALA Midwinter Meeting. The selection criteria will include that the individual is a GLA member in good standing and applicants will be required to submit 250 words why they want to attend ALA Midwinter. The selection committee will consist of GLA members and the winner will be required to submit a write up of their experience. September 15 will be the application deadline. It was requested that the committee add under the requirements that the individual work in the GLA booth for 2 hours. It was also recommended that the winner be assigned a mentor at the conference. Mack asked for individuals to serve on the selection committee. Mack Freeman, Amy Eklund, Rebecca Rose and Virginia Feher volunteered and the board asked Mack to approach Linh Uong about serving.

X. **New Business**

A. **Friends of Georgia Libraries and GLA Trustees & Friends Division: Gordon Baker**

Asked permission to talk with the Friends of Georgia Libraries and the GLA Trustees & Friends Division about merging into one group. These groups have united at the national level so it makes sense to merge them at the local level. It would mean we would have a more robust division.

Motion: Elizabeth McKinney moved that the Executive Board support a discussion with the Friends of Georgia Libraries and the GLA Trustees & Friends Division about merging into one group. Eli Arnold seconded. Motion passed.

B. **Nomination of Lucille Nix for a Georgia Woman of Distinction Award: Lisa MacKinney / Cathy Jeffrey**

Cathy Jeffrey presented information gathered by Lisa MacKinney on Lucille Nix to determine if GLA wants to support nominating her for the Georgia Women of Distinction Award.

Motion: Gordon Baker moved that GLA nominate Lucille Nix for a Georgia Woman of Distinction Award. Mack Freeman seconded. Motion passed.

Cathy will write the nomination.

C. General Updates: Open

NMRT had a great graduate school fair that included Atlanta Emerging Librarian and Special Libraries Association. Planning to do it again next year.

The ALA Office of Intellectual Freedom has revived their intellectual freedom newsletter as a peer-reviewed journal called the Journal of Intellectual Freedom and Privacy.

Casey Long requested that within the next year that a study of the conference be conducted by a task force in GLA that would help GLA develop a vision of future directions for the conference. This study should include demographic of who attends so that the data can be shared with vendors, used for targeted outreach, and identifying programming needs. The study should also compare our conference with best practices from other conference to see if there are any opportunities to improve the programming and structure of the conference. Finally, the study should explore opportunities for partnerships and structures for defining sponsors and co-sponsors. Cathy supported the idea of looking into developing clear definitions of the roles of sponsors and co-sponsors. No motion or action was initiated to explore or implement this idea.

XI. Old Business

Cathy wanted it to be noted that membership of GLA did approve the changes to the GLA Constitution and Bylaws that the board agree to send to the membership for approval during the last meeting.

A. Conference Committee: Report on 2016 Conference: Cathy Jeffery / Elizabeth McKinney / Gordon Baker / et al.

Passed out list of vendor currently signed up to exhibit at GaCOMO. The list is small and all board members are encouraged to identify vendors they would like to see at GaCOMO and forward contact names to Eli or Gordon. Individuals are welcome to talk with the vendors first and then pass on the contact information to Eli or Gordon. Stress to vendors that this is a regional conference and a table is just \$350.

The Committee received great program submissions. They only turned down 12-15 due to space, but they almost had to turn down 70 before they 4 added rooms. The program will be robust. Good distribution of topics. There will be 4 concurrent sessions on Wednesday, October 3, 2016.

Started assigning leadership roles this year so that there is not just one person trying to wrangle it all. In 2017 the conference will be in Columbus, GA.

B. Conference Committee: Conference Rebranding Discussion and Vote: Cathy Jeffery

A preliminary survey of the Executive Board identified the following names as the top choices for the new name:

- Georgia Libraries Conference
- Georgia Librarian and Information Professionals Conference
- Georgia Library Connection
- Georgia Library and Technology Conference

Cathy was prepared to have the board vote on a name by raise of hands or secret ballot and have that be the name that GLA supports for the conference. She also was open to options for sending the names to the membership for a vote. Some board members argued that all 4 names should be sent to the membership for a vote so that the membership could participate in the selection of the name. Others felt that the Executive Board should decide which name to approve and then send that to the membership for a yes or no vote with comments.

Motion: Amy Eklund moved to vote today for a name and then put it to membership for approval with comments. Rebecca Rose seconded. Motion passed with 8 in favor, 2 opposed, and 0 abstained.

The vote for the conference name to send to the members resulted in 10 votes for Georgia Libraries Conference and no votes for any of the other names. The name Georgia Libraries Conference will be sent to the membership for a yes or no vote with comments. GAIT has already agreed to support the name selected by GLA.

Motion: Mack Freeman moved that GLA include a thank you to GAIT in the minutes for being so accommodating to GLA's desire to have greater input in the new name of the conference. Eli Arnold seconded. Motion passed.

GLA is grateful to GAIT for listening to GLA's concerns about the name proposed by the Conference Naming Committee. We truly appreciate this flexibility and understanding.

Motion: Eli Arnold moved adjourn. Mack Freeman seconded. Motion passed.

Adjournment at 1:33 p.m.

Minutes submitted by Casey Long, 2016 Secretary.