

**Georgia Library Association
Executive Board Meeting
October 5, 2016
Athens, GA: Classics Center**

Present: Eli Arnold, Tamika Barnes, Sarah Causey, Wendy Cornelisen, Ashley Dupuy, Amy Eklund, Virginia Feher, Mack Freeman, Kat Greer, Ana Guimaraes, Ashley Hoffman, Lace Keaton, Casey Long, Sarah Mauldin, Beth McIntyre, Elizabeth McKinney, Rebecca Rose, Sofia Slutskaya, Rita Spisak, and Emily Thornton.

I. Call to Order and Welcome: Cathy Jeffrey
10:01 a.m.

II. Approval of Minutes: Casey Long

Motion: Beth moved to approve the minutes from the July 21, 2016 meeting. Eli 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 asked if there were any questions. No questions. Encouraged people to follow up with him about check requests if anyone needed reimbursement.

IV. Administrative Services Report: Gordon Baker / Kara Mullen

The second year of electronic voting was a success. Only one person experienced a problem. The response return is the same as last year - about 40%.

Administrative Services will do a listserv purge in January to remove any non-members from the list. They will contact the individuals being purged first to give them an opportunity to join GLA.

Membership levels are back up to the same level they usually are in October. We are up by 1 to 772.

Any division, interest group or committee leader who needs a roster of members is encouraged to contact Administrative Services.

V. Membership Report - Mack Freeman

The Bring a Friend membership contest prompted 10 people to join GLA. The new memberships mainly paid for the prize, but current members were excited to see us doing this promotion.

VI. ALA Councilor's Report: Amy Eklund

In her Chapter report to ALA, Amy noted that there was a 16% increase in membership from our chapter.

Booth application for ALA Midwinter has been submitted. Working on getting stuff ready for the booth. Plan to send a sign up for shifts. Volunteers will need to register for the exhibit pass level to volunteer.

An ALA Forum is being held at GaCOMO on Thursday morning at 9 a.m. This is the first time an ALA Forum has been held. It is to give insight into what is happening at the national level and encourage membership.

The ALA resolution on gun violence discussion is ongoing. Many feel ALA should have gone with the original resolution rather than trying to tweak it. This will be a hot discussion. Amy welcomes input that she can share.

A Board member encouraged people to attend active shooting training being held at GaCOMO that afternoon.

VII. GLQ Report: Virginia Feher

Several editorial board changes occurred: Julie Higbee and Darla Chambliss resigned; Erin Prentiss will be the new public libraries representative; and Jennifer Young has been asked to join the editorial board.

A vote of approval is needed to appoint Jennifer Young to the editorial board. The Executive Board discussed her credentials.

Motion: Mack moved to approve the appointment of Jennifer Young to the editorial board. Beth seconded. Motion passed.

GLQ is looking for another editor. Cathy said that when a person is found for the position, it could be approved via email vote by the Executive Board.

VIII. Web Redesign Task Force Report - Elizabeth McKinney, Sofia Slutskaya

RFP was approved by the Executive Board, and the Task Force is moving ahead. Board members expressed appreciation for sharing the RFP for approval before it was sent out.

VIII. Handbook Committee Report - Ana Guimaraes

Ana passed out two proposed changes to the Handbook. One change recommends updating the Handbook to instruct the Awards Committee to share the biographies of the award winners with the Executive Board when requesting approval of the selections. The second change recommends a timeline for the Executive Board to respond to the Awards Committee.

Regarding the second proposal, there were concerns about the quick turn around time placed on the Executive Board. This year, the Awards Committee was asked to provide the Board with additional information about the award winners before approving the selections. In the past, the Executive Board received information about the award winners before the Executive

Board meeting in July, but this year that did not happen. The first proposal will hopefully ensure that the Executive Board will not need to ask for additional information, but if they do, the second proposal is designed to provide guidance on how quickly the Board must respond after that information has been provided. Several of the Executive Board members felt that this scenario was unlikely if given the appropriate information, but if it did happen they needed more time to ensure all the information was disseminated and reviewed by all Executive Board members. Under the current proposal the GLA president would only have 10 business days to send out list of the selected winners to the Board and then get approval.

The Executive Board agreed it would be helpful to include guidelines in the Handbook instructing the Awards Committee to provide the Executive Board with a list of the selected recipients and their application information before (not during) the July Board meeting so that the Executive Board members have enough time to review the recommendations. They also agreed that language regarding what to do if the Board needed more information from the Committee was acceptable for the Handbook, but the Board did not feel it was appropriate to have a detailed time frame. Instead, instructions that the Board should respond in a timely manner would be sufficient.

Since there was not a representative from the Awards Committee in the meeting, Cathy indicated she will provide the Executive Board's feedback to the Awards Committee Chair and request that the Awards Committee Chair submit a revised draft that incorporates the Executive Board's suggestions.

Changes to the Handbook have been received from the Collection Development Interest Group, which was reactivated this year. Benjamin Barton agreed to be the Chair and submitted bylaws to be added to the Handbook.

Motion: Mack moved to approve the Handbook changes submitted by the Collection Development Interest Group. Eli seconded. Motion passed.

IX. **Old Business**

A. Academic Library Division Election Results - Rebecca Rose

There was no old business, but Rebecca Rose asked for time to provide a brief update on the Academic Library Division (ALD) elections. The new ALD Vice-Chair is Jennifer Townes and the new ALD Secretary is Angela Dixon.

B. New Members Round Table Election Results - Ashley Hoffman

The New Members Roundtable (NMRT) election results were also announced. Emily Williams is the NMR Vice Chair and Kristy Greene is the new NMRT Secretary.

X. **New Business**

A. Resolution of Election Issue for Vice President/President Elect - Cathy Jeffrey

The individual elected to the Vice-president/President-elect position took a job out of state shortly after the votes were counted but before the results were announced to the Board and to the membership. He does not plan to accept the position or assume office. The person running

against him is willing to take the position and since the vote was very close, the Board is supportive of this idea. However, they need to determine whether the bylaws permit this to happen. Cathy proposed the following resolution which was amended by the Board.

Resolution: *Whereas Elijah Scott withdrew from the election for the position of Vice-president/President elect of the Georgia Library Association before he could be installed; and whereas Fred Smith, the other candidate for the office, expresses his willingness to serve in the position of Vice-president/President elect, be it resolved by the Executive Board of the Georgia Library Association that all votes cast for Elijah Scott shall be considered void and Fred Smith shall be recognized as the elected candidate for the 2017 Vice-president/President-elect.*

Motion: Mack moved to approve the resolution. Eli seconded. Motion passed.

Others elected include:

- Geri Mullis as Secretary
- Ashley Dupuy as Vice President for Marketing and Branding

B. Election Oversight Responsibility - Cathy Jeffrey

During this nominations process, it became clear that there are no guidelines for who is responsible for the elections. The bylaws instruct the Nominating Committee on how to prepare and deliver the slate of nominees, but in the section about elections, it does not specify who notifies the candidates about the outcome. These duties are also not assigned to other members of the Executive Board.

The Board debated who would be best suited to notify the candidates. Some said the Secretary because the Secretary is an elected member and that is what happens in most organizations. Others felt that the Nominating Committee should be given responsibility since they were the ones communicating with all the candidates previously and this would prevent adding a step to the process. In addition, some argued that the Secretary is the only one year position on the Executive Board which means a new person would need to be trained in the process every year. In counter to that argument, it was noted that Nominating Committee Chair may be new each year too, though often the chair is selected by the president from a list of existing committee members.

Motion: Rebecca moved to decide that the Nominating Committee will be responsible for all aspects of the elections as opposed to the secretary. This should include notifying candidates about election outcomes. Eli seconded. Motion passed.

Cathy noted that if we are going to change the Nominating Committee to the Nominating and Election Committee then we will need to do an update to the bylaws and committee description. It was suggested that a motion be made that a change to the bylaws be submitted to the membership that identifies the new name and details the revised duties of this

committee. No motion was made but Cathy noted she will work with Sarah to write up language for the bylaws to present to the Board.

C. Funding for 2017 Paraprofessional Grants - Cathy Jeffrey

Cathy wanted to make sure the Board was aware that a discussion is needed regarding the paraprofessional grants. It is unclear whether the award is \$250 plus complimentary registration or just \$250. Since no one from the Paraprofessional Grant Committee was present, it was decided it should be an agenda item for the December Board meeting.

It was noted that scholarship winners receive complimentary registration and travel funds. Several previous paraprofessional grant recipients who are on the Board indicated that their registration was not complimentary when they received the grant. Board members recommended updating the committee charge to include whatever rules are decided, potentially offer less grants so that complimentary registration could be added, and that a description of the grant be added to the GLA website. It was also recommended that the grant consist of complimentary registration plus travel reimbursement up to a certain amount so that the allocation of the grant was equally fair to those who lived near the conference location and those who had to travel long distances. More discussion is needed about what we want the paraprofessional grants to look like.

D. 2017 Author's Appreciation Reception - Beth McIntyre

Beth McIntyre proposed that the Awards Ceremony be separated from the Authors Reception because she feels it is a disservice to both groups to have them combined. It was noted that they were combined a few years ago after the banquet was cancelled due to low attendance. When the Awards Ceremony was made open it really brought more unity to the organization. One of the main concerns raised by Beth is that the authors do not receive enough attention and that to bring a guest the authors must pay \$20. This year 45 authors signed up to attend and to address the issue about the guests, several public library directors paid for the guests. In addition, Beth was concerned that as the coordinator for the event, the Public Library Division chair should have a clear idea of how much money she or he had to spend.

This is an issue for future conference committees. Since space was reserved in Columbus with the idea that these events would be combined, no action will be able to happen before the next conference. Board members felt that it is important to evaluate whether the impact of the event is worth the cost and whether we need to consider simply having a conference reception. It was recommended that the Conference Committee include a question on the post-conference survey. It was also recommended that the Public Library Division think about whether they want to continue to be involved with the development of the reception.

Beth recommended that GLA needs their own conference committee that sends delegates to the joint conference committee led by the conference partners. She felt we needed to get our ducks in a row within GLA before we could adequately represent GLA in a joint conference committee. This led into a discussion about the need for the Board to look into the value of

developing a co-sponsoring structure and fleshing out bylaws for a joint conference committee - issues several felt should be addressed at GLA Midwinter.

E. Leadership Responsibility Lists/Calendar - Cathy Jeffrey

Cathy will be sending out an email after the conference asking all leaders to send a calendar list of their responsibilities. Once she receives this, she will put it together and send it out before the December meeting. A Board member recommended that it be sent in a format that could be easily editable by members of the Board. There was a discussion about Dropbox vs. Google Docs. Cathy recommends that it be something that resides on the website and then give editing rights as needed. For now, Cathy is just going to gather the information and share it as a Word document.

F. Closing Discussion Items

Elizabeth McKinney announced that the GLA Midwinter meeting will December 14 and 15 at Clayton State. This will include the Leadership Meeting (December 15) and GLA Executive Board meeting (December 14).

Motion: Beth moved to adjourn the meeting. Eli seconded. Motion passed.

Adjournment at 11:42 a.m.

Minutes submitted by Casey Long, 2016 Secretary.