

**Georgia Library Association
Executive Board Meeting
October 30, 2020, 10:00am via Zoom Video Chat
Minutes recorded by Scott Pieper**

Present: Laura Burtle, Wendy Cornelisen, Kimberly Boyd, Mack Freeman, Janice Shipp, Karen Doster-Greenleaf, Scott Pieper, Virginia Feher, Mary Ann Cullen, Ashley Dupuy, Mary Young, Emily Thornton, Rhonda Boozer, Ben Bryson, Michelle Jones, Ben Carter, Beth Ratliff, Autumn Johnson, Sofia Slutskaaya, Angel Abounader, Alice Murphy, Angela Glowcheski, Jennifer Lautzenheiser, Linh Uong, Autumn Johnson, Casey Long, Marquita Gooch, Cynthia Kutka, Sarah Rodgers, Karen Manning, and Tamika Barnes.

***Supporting documents can be found in the [2020.10.30 Board Meeting](#) Google Drive folder.**

I. Call to Order, Welcome **Laura Burtle**

Laura Burtle called the meeting of the GLA Executive Board to order at 10am.
Self-introduction of incoming & outgoing board members while recording issues resolved.

II. Approval of Minutes **Laura Burtle**

Laura Burtle asked for approval of the 7/10/2020 minutes which were previously distributed via Google Drive.

MOTION to approve the 7/10/2020 minutes was made, seconded, and passed unanimously.

III. Standing Reports

a) Treasurer's Report **Ben Bryson**

Ben Bryson presented the current P/L statement, balance sheet, and reconciliation report which can be found in the Google Drive folder. Current assets: \$233,000+ to be discussed. Proceeds from conference deposited. Balance is about \$240,000. P/L statement: \$18,000 from membership income – good news. Scholarship income has surpassed scholarship funding needs for the year. Not spent as much this year due to program cancellations & virtual programs. Online elections through Election Buddy a little more than usual which will probably be an ongoing expense (approx. \$400). Nominations & Elections committee looking into ways to reduce that cost.

b) Administrative Services **Ashley Dupuy**

i. Impact Update: Forums are complete in membership portal powered by Wild Apricot. Forums only available to members. Chairs are in charge of interest group forums.

ii. PACE Certificates Reminder: Certificates for groups providing professional development hours for CE credit. The form is on the PACE page of the website and professional development area. PACE does not issue certificates to members – certificates are issued for the sponsoring group to distribute.

iii. GSuite Update

1. Moved listserv to GSuite account – large Google group is how we are managing the listserv now. Problems should be directed to Impact. You must be a member to post to the listserv. Membership must be current.

2. E-mail addresses for leadership of GLA have been created – not personal accounts – e-mails are assigned to roles (i.e. president@georgialibraryassociation.org); each committee and interest group also has e-mail addresses. Passwords can be reset by Ashley or Impact. Do not use two-factor authentication.
 3. Google Drive available for each group – please start transferring files. Access to Google Meets available, too.
 4. Google Groups are being created & organized. An e-mail address will be assigned to each group – this will act as listserv for each group.
 5. Divisions and Interest Groups will still get quarterly membership lists because Google Groups only shows e-mail addresses, not names. Membership lists will be shared onto the group's Google Drive.
 6. Event and Meeting calendar – internal only - for leadership to share meetings and events, not a public calendar.
 7. GLA Executive Board Google Group (executiveboard@georgialibraryassociation.org) – E-mails go to official GLA accounts, not to your personal e-mail.
- iv. Webinar Platform Proposal* - poll shows that people are in support of purchasing a webinar platform for GLA. Had been using a WebEx account courtesy of GPLS. Pricing structures available in Google Drive. Ashley recommends Go to Webinar. Carterette will do a trial run. This will become a recurring expense.

MOTION to accept the proposal to purchase access to Go to Webinar was made, seconded and passed unanimously.

Ashley will solicit other groups to run additional trials – TSIG is interested.

c) Membership Report

Janice Shipp

Membership case was stuck in Conyers due to COVID-19. Finally returned to Janice on August 26th. Virtual membership case development will wait until after election and Janice will also contact Marquita Gooch. 851 members as of September 30th that's a 53% increase in membership from last year.

Janice reviewed the Membership Review Team report submitted to the board. New membership dues were recommended (see report in Google Drive folder). Membership Review Team will survey & interview GLA members, chairs, and non-members for feedback on changing dues. Membership levels changed from 10 to 6.

Follow-up questions about library organization members – mostly a way to show support. There are no additional benefits – it's just one membership. Some such memberships were in error.

MOTION to accept the new categories and the dues change to the corporate and retirees' dues as presented by the committee was made, seconded, and approved unanimously.

d) ALA Councilor's Report

Tamika Barnes

No report – meeting as been moved to December.

e) GLQ Update

Virginia Feher

i. Vote for new editorial board member

MOTION to approve Chelsea Dixon [Kennesaw State] as new GLQ editorial board member was made, seconded and passed unanimously

ii. Reimbursement requests – toner cartridge (\$100) & ream of paper (\$7.50)

iii. Budget modification request – alternative to lunch for board members (\$250 total).

MOTION to approve request to amend GLQ budget request by \$50 was made, seconded, and passed unanimously.

f) VP Marketing Report

Marquita Gooch

Trying to catch up from where Jackie left off. Working on form for submitting events for GLA marketing support. Will schedule a meeting for next month.

g) NMRT Report

Autumn Johnson

Autumn Johnson gave a brief overview of their written report.

New business moved here: Integration of Middle Georgia Emerging Librarians into NMRT. Required documents available in Google Drive. No need to amend their bylaws because current bylaws are vague enough to accommodate new groups. Middle Georgia Emerging Librarians do not have a bank account – they are looking for a more formal structure through GLA.

MOTION to accept Middle Georgia Emerging Librarians as an affiliate member to NMRT was made, seconded and passed unanimously.

IV. Old Business

None

V. New Business

a) Proposed Handbook Changes (Mary Young)

Handful of standard changes – Added Gender & Sexuality Diversity Interest Group and updated Collection Development, Information Technology, and Interlibrary Loan Interest Groups

MOTION to approve handbook changes as submitted was made, seconded and passed unanimously.

b) Interest Group Council Update (Mary Ann Cullen)

Mary Ann provided a summary of the written report.

Interest expressed in revitalizing Genealogy Interest Group – no chair as of yet

c) Nominations & Elections Committee Year-End Report (Casey Long)

Casey provided a summary of the written report. Committee was very active especially in moving elections to September. Interest in and discussion of Interest Group Council vice-chair moving to the September elections. Mary Ann will work on bylaws and motion with Casey to submit to board. Sub-committee has been established to work on documentation

for working with Impact on ballots. Creation of sub-committee recommended to figure out how to support the School Library Media Division.

d) GLA CD Investment Proposal (Ben Bryson)

Ben provided an overview of the proposal. CDs are protected in a way that checking accounts are not given our current balance. There is still enough money to operate with comfortable balance in 2021 whether or not we have to pay a penalty to Macon Marriott.

MOTION to accept recommendation for GLA to re-invest \$130,704.78 from its checking account into a 10 or 12-month CD and retain the balance of GLA funds in the GLA checking account was made, seconded and passed unanimously.

e) Integration of Middle Georgia Emerging Librarians [Moved to NMRT report]

f) Student Assistant Committee and the GAMA bank account (Alice Murphy)

Over \$16,000 sitting in a business account for many years which was intended for scholarships. No statewide GAMA (Georgia Association of Media Assistants) group. GLMA does not have a current scholarship program. Andrea Stanfield has records from Alice. Form ad hoc committee perhaps under budget committee to determine how to use or disperse funds. Must we use funds for high school students – are there other options? Laura will reach out to Andrea for records. Gordon Baker has information on the history, too. Alice will remain signatory on account for now. Wendy will appoint a group to explore options and to make recommendations to the board.

g) Paraprofessional Division – Paraprofessional Awards (Rhonda Boozer)

Request to document procedure for complementary conference registration included in award and/or to increase annual budget line item for award. Complementary registration procedure depends on who (Classic Center or Whoova, etc) is managing registration for us. Important to include procedure in conference documentation. Paraprofessional division will amend handbook to include as much information as possible. Other groups would benefit from standard procedure.

VI. Executive Board upcoming meeting: December 11th at 10am
Kim Boyd will host again via Zoom.
Virtual MidWinter is Friday, January 15th

VII. Meeting Adjourned at 12:30pm

Laura Burtle