

## MINUTES

### Mississippi Library Association Executive Board Regular Meeting

Mississippi Library Commission  
Jackson, Mississippi

March 9, 2018

#### **Call To Order:**

The regular meeting of the Executive Board of the Mississippi Library Association was called to order by the President, Sarah Mangum, at 11:08 a. m. on Friday, March 9, 2018, at the Mississippi Library Commission.

**Roll Call/Signature List of Attending Members:** Present – Sarah Mangrum, President; Sarah Crisler-Ruskey, Vice-President; Lori Barnes, Secretary; Jennifer Wann, Treasurer; Ellen Ruffin; Jenniffer Stephenson; Antoinette Giamalva; Susan Bryant; and Rickey Jones.

Others Present: Tina Harry, Paula Bass, Jesse Pool, Sharman Smith, Hulen Bivins, and Sheila Cork by phone.

#### **Adoption of the Agenda**

**Motion:** To adopt the agenda as presented.  
Motion by: Jenniffer Stephenson; Second: Antoinette Giamalva.  
Unanimously approved.

#### **Approval of the Minutes**

**Motion:** To approve the minutes from the 2017 MLA Executive Board meeting held on December 21, 2017 as presented.  
Motion by: Rickey Jones; Second: Sarah Crisler-Ruskey. Unanimously approved.

To approve the minutes from the 2018 MLA Executive Board meeting held on December 21, 2017 as presented.  
Motion by: Ellen Ruffin; Second: Jennifer Wann. Unanimously approved.

#### **MLA Officers and Staff Reports:**

Secretary: No report

Treasurer: Jennifer Wann presented a report that reviewed the 2018 Budget. The current account balance is \$74,251.94. The PayPal balance is \$1283.15. Jennifer commended Blair Booker, previous MLA Treasurer, for making the transition process very seamless.

At this time, Sarah Mangrum presented a statement from AT&T warning of a \$10.00 per month increase to be in effect beginning April 1, 2018, for the MLA staff office phone. A check of the budget will be needed to see if there needs to be a budget amendment



because of this increase. It was stressed that cell phone usage is not a viable option due to the lack of service in the Mississippi Library Commission facility.

President: Sarah Mangrum's report included:

Section/Roundtable/Committee Chairs-

She stated she is working to fill the Long Range Planning Committee Chair position, as well as the Membership Committee chair position. Regarding the National Library Week Chair, Sarah reported that we need to secure someone for this position, but Stacy Creel will do the job if we cannot find someone else, or perhaps someone can work with her. Janessa Ullendorf is a new member who has assumed the Publicity Committee Chair position. Antoinette Giamalva is chairing the Public Library Section, not co-chairing.

Board Meeting Dates and Other Important Dates-

The dates, such as Executive Board meeting dates and important events, have been updated on the website. The next important date is Library Legislative Day, or "Library Day", on Tuesday, March 13, 2018.

ALA Mid-Winter Meeting Report-

Sarah M. reported that the Chapter Leaders' Forum was a very valuable experience. She was very impressed by the Idaho Library Association's organization structure when it comes to conferences, as they have a Conference Oversight Committee, whose primary purpose is to oversee the conference planning with the Vice President. Sarah M. stated that this might be something we could consider, as the group could share the burden with the MLA Vice-President. A discussion followed with the decision to have Sarah M. put a proposal together for implementation of this committee for MLA. Additionally, she will take a look at the specifics of sending the Vice-President to ALA Mid-Winter meeting. Both of these topics will be reviewed and a report will be presented at the May 2018 meeting.

Vice-President: Sarah Crisler-Ruskey discussed the 2018 MLA Conference plans. She stated the biggest challenge is getting a speaker. Author Angie Thomas would be a great choice if she is available and affordable. The theme for the 2018 conference will be "Everyone Belongs". Sarah C. reported that she would like to encourage speaker ideas, as well as ideas for pre-conference. She specifically requested some assistance with the Hospitality Committee, as even though the Riley Center is more inclusive, there are the special needs of catering and decorating.

Past-President: Jenniffer Stephenson reported that so far, this new position has been "quite relaxing" as compared to the President's position. She mentioned the idea of having T-shirts designed and sold as an MLA fundraiser. A discussion was held and there was quite a bit of interest in pursuing this idea. A suggestion was made to wear these to Library Legislative Day.

MLA Administrator: Paula Bass stated that 86 CEUs have been sent. She reported that there are currently 301 active members. Paula stated that Jennifer Wann has been very helpful. Jennifer Wann mentioned that there needs to be an effort to check an "assets list", as the



books need cleaning up from many years; this needs to be a priority. Jenniffer Stephenson suggested bringing a list to the May meeting. It was noted that we need to check the threshold for the types of equipment that goes on an inventory list.

Ellen Ruffin made a motion to allow the MLC Executive Director, Hulen Bivens, to address the board before lunch. A second was made by Jennifer Wann. The motion carried.

MLC Executive Director, Hulen Bivens: Sharman Smith, Interim MLC Executive Director, opened the introduction of Mr. Bivens by stating the relationship between MLC and MLA should be strengthened. Sharman stated that we have a common goal which is to support libraries. She also stated that there be separate legislative events, one for MLC and one for MLA. The reason for this is because two separate events give two large opportunities for libraries to be the focus in the Capitol. Sharman encouraged the MLA Board that if there are issues that we have, we should come to the MLC Director to discuss the issues, as we need to work together and “we have a common goal”. We are all here for the people we serve and the people they serve. Sharman stated she will be here through the session to maintain a constant presence. She then introduced Hulen Bivens, whom she has known for many years.

Hulen then took the opportunity to address the Executive Board. He stated that he is a very good listener with a lot of opinions and his duty is to give you his view point. He encouraged us to talk and share and he will listen. He emphasized that he has over 40 years in the library profession, and he holds a great deal of respect for Sharman Smith. He compares his management style to be very similar to Sharman’s. He believes it is our duty to be accessible to the legislators; we need to be articulate and consistent. He then closed by thanking us for the welcome he has received.

**MOTION: To recess for lunch.**

**Made by: Jenniffer Stephenson**  
**Passed unanimously.**

**Second: Antoinette Giamalva**

The Board adjourned for lunch at 12:12 p. m.

The Board reconvened at 12:33 p. m.

ALA Councilor: Ellen Ruffin attended ALA Mid-Winter Conference on behalf of MLA. Ellen reported that she was thrilled to get to go to the Forum, and a big theme there was Advocacy. Another topic of interest at the Forum was Net Neutrality. Ellen reminded all present at the board meeting of the support Senator Thad Cochran has shown libraries during his many years representing our state. He has sponsored many acts that have secured funds for libraries on the national level. Ellen encouraged all of us to write letters to Senator Cochran expressing our gratitude for his long-time support. Ellen will soon send the information to us regarding where to send the letters to Senator Cochran.



SELA Councilor: A report was presented from Ashley Dees. The report covered the Fall 2017 WVLA/SELA Conference, the upcoming SCLA/SELA Conference, and a potential MLA/SELA partnership. The Board discussed this idea, and agreed to take a look at this idea in May 2018 with Ashley present.

### **Section Chair Reports:**

ACRL Section: No report

Public Library Section: Chair Antoinette Giamalva presented a report. First, Sarah Mangrum made the Correction that Antoinette is the Chair of the section, not Co-Chair as listed on the Agenda. Mara Polk is the Vice-Chair, not the Co-Chair. Antoinette reported that as Chair, she is trying to find a way to have more ways to communicate and share ideas. An idea she has is perhaps a new listserv? Another idea presented was an Open Meet and Greet with Business meeting at the end at the MLA gathering.

School Library Section: Susan Bryant stated that she had no formal report, but was presented with a brief list of "to-do's". Ellen Ruffin mentioned the Lemony Snicket Award for School Librarians that had experienced hardships in the amount of \$5000-\$10,000. Perhaps this section could disseminate that information in case there are any qualifying school libraries in this state.

Special Libraries Section: Sheila Cork, serving as proxy for Chair Joyce Shaw, reported via phone that State Law Librarian Steven Parks was the speaker for the conference for the Special Libraries Section.

Trustees Section: Rickey Jones affirmed the continuation of advocating for support for public libraries and MLA. He also addressed looking at some ways to update trustees in changing the platform as we go into conference.

### **Roundtables and Committee Reports:**

Black Caucus RT: No report

Young People SRT: No report

A discussion was then held by the Board regarding attendance of Committee Chairs. Perhaps look at what is expected of Committee Chairs. A suggestion was made to send a list of committee contacts to listserv, prompting anyone who would be interested to contact their committee leaders.

New Member RT: Jesse Pool stated that as Chair, he needs to get updated list of new members. Sarah will ask Jennifer Todd to see how this populates, as Jesse reported some issues with currency of the list. Jesse mentioned that for the upcoming conference, he would like to have a program every day (two days). Some ideas: 1. To have headshots of section chairs and roundtable chairs on display at conference. 2. Inform the new members



about the website. 3. At Opening Session, have a point of contact to recruit new members, etc. These ideas can be discussed with Publicity Committee.

Technical Services RT: Jennifer Todd (Nabz) submitted that there will be a summer workshop in July with call for proposals in a few weeks.

Advocacy Committee: No report.

Awards Committee: No report.

Election Committee: No report.

Fiscal Management: Patsy Brewer submitted a report for the MLA IShare investment account. She stated that since the original deposit of \$9712.84, the account as of December 29, 2017 (the last Statement that Paula has received) has increased in the amount of \$549.50. The ending balance is \$10,262.34.

Legislative Committee: Meredith Wickham reported that there were over 50 library advocates who visited the Mississippi State Capitol so far this year. There is much enthusiasm for the upcoming Library Legislative Day coming up on Tuesday, March 13. Though plans are moving forward with National Library Legislative Day, librarians in Mississippi will miss Thad Cochran, as he was such a strong library supporter. Meredith proposes a plan for MLA to thank him through some means for sponsoring IMLS and for standing by libraries all these years. The schedule for NLLD will be adjusted as more information about the appointment of a replacement for Senator Cochran becomes available.

Long Range Planning: No report.

Membership Committee: No report.

MS Author Awards: No report.

National Library Week: Stacey Creel is currently filling the Chair position for this committee, but a new Chair is needed.

Nominating Committee: Blair Booker reported that there is not a current slate of officer candidates but she is hoping to do this via email.

Outreach Committee: There was no official report, but the Board discussed participation in the Mississippi Association of Supervisor's Conference, as well as the Municipality League Conference. Though participation in both of these is expensive, there was mention that it was worth it because of the exposure.

**MOTION: To purchase a booth space at the upcoming Mississippi Association of Supervisor's Conference and the Municipality League Conference.**

**Made by: Jennifer Wann**

**Second: Rickey Jones**

**Passed unanimously.**



Also, a suggestion was made to have a table at Children's Book Festival, as there is a good bit of traffic and opportunities to gain new members. It would be great idea to give a free membership once a day.

**MOTION: To give one free membership to the Mississippi Library Association each day of the Children's Book Festival.**

**Made by: Jenniffer Stephenson**

**Second: Jennifer Wann**

**Passed unanimously.**

Other Outreach endeavors discussed included partnering with MLC and participation in the Mississippi Book Festival.

Publicity Committee: Janessa Ullendorf may be participating in the future via Skype and she is enthusiastic about being involved with MLA through this committee.

Scholarship Committee: No report.

Web Committee: It was reported that the website has been updated with the current board and new job announcements. Please send all updates to Jennifer Todd or Phillip Carter.

#### **Old Business:**

#### **Outstanding Payments on Wild Apricot:**

A review of issues and concerns of accounts with Wild Apricot was discussed. A list of problem accounts was distributed. Some of these accounts cannot be reconciled. These issues occurred during the period between Administrators. The total amounts included RED - \$2,360.00, YELLOW - \$1686.00, and ORANGE - \$877.00.

**MOTION: To black ball the RED section, to forgive the YELLOW section because of administrative transition, and to forgive the ORANGE section but place a note on these accounts to attempt to recover these amounts.**

**Made by: Antoinette Giamalva**

**Second: Susan Bryant**

**Passed unanimously.**

#### **MS Games, Gaming, and Graphic Novel Round Table Proposal:**

Progress is being made to create a new Mississippi Library Association Roundtable called "Mississippi Games, Gaming, and Graphic Novel Roundtable" or GaGrRT. Antoinette Giamalva presented a draft of the proposed constitution and bylaws for this new roundtable. After some discussion, it was decided that there needs to be a petition with the signatures of at least ten active members to form this roundtable. There will be an effort to get these signatures at the Children's Book Festival.



#### MLA Travel Policy:

Jenniffer Stephenson has attempted to re-write this policy. There was some ambiguity as to what was covered previously. A review of the proposed policy draft was conducted. It was decided to get some examples of other states' Library Association travel policies with the goal of adopting a policy in May.

#### New Business:

##### Member Management Database:

Sarah took this opportunity to discuss the history of using this service. She explained that the Board should approve renewal of this service within two weeks in order to receive the discount.

**MOTION: To pay the fee for Wild Apricot in the amount of \$1404.00 for one year, which was the committee's recommendation.**

**Made by: Jenniffer Stephenson**

**Second: Antoinette Giamalva**

**Passed unanimously.**

##### MLC Board of Commissioners Nominations:

It is the responsibility of the Mississippi Library Association Board to send a list of six individuals to Governor Bryant's office for consideration of the open position on the MLC Board of Commissioners. The requirements are that the one selected must be a "practicing librarian". Sarah asked for nominations to be made, and that she needs to have them submitted by April 15, 2018. She will need the person's name, as well as why you are nominating him/her.

##### Library License Plates:

Tracy Carr contacted Sarah regarding specialty plates and the requirements of obtaining one. In order to get a specialty plate, you must get it approved by the Legislature, it has to be on a bill. Once you are approved, you must design the tag and the state has to approve the design. After that step, you have to pre-sell 300 tags, meaning 300 people have to fill out forms. This cannot be done online. The cost is \$31 a tag, in addition to the regular cost of a tag. The organization will receive \$24 per tag. This could be an opportunity for ongoing funds for the association. This idea will be reintroduced later under Old Business.



**MOTION: To hear from Tina Harry.**

**Made by: Jennifer Wann      Second: Ellen Ruffin**

Tina, Editor of *Mississippi Libraries*, gave a brief report to the Board.

### **Adjournment**

**MOTION: To adjourn the meeting.**


**Made by: Rickey Jones**

**Second: Antoinette Giamalva**

**Passed unanimously.**

The meeting adjourned at 3:23 p. m.

*The next regular meeting of the Mississippi Library Association Executive Board is Friday, May 4, 2018 beginning at 11:00 a. m. at the Mississippi Library Commission, 3881 Eastwood Drive, Jackson, Mississippi 39202.*

  
Lori Ward Barnes, Secretary