# Meeting Minutes

**Subject** | **Quarterly ULA General Board Meeting** | **Date** | **March 7, 2014**
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**Facilitator** | Patricia Hull | **Time** | 1:00 p.m. - 2 p.m.
**Location** | West Jordan Library | **Scribe** | Kandice Newren

## Key Points Discussed

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<th>No.</th>
<th>Topic</th>
<th>Highlights</th>
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| 1. | Reports | • Minutes – Members fee for conference should be MPLA instead of PLA members  
    o Minutes approved  
    • Treasurer’s report: report is up to end of January  
    o Healthy balance – it will increase as memberships and conference are paid  
    o Treasurer’s Report was approved |
| 2. | Declaration Day | • 160 people came  
    • Josh and Jan presented  
    • Accepting Declarations until April 15  
    • All library types can participate, not just public libraries |
| 3. | Election Progress | • Elections close on Monday, March 10  
    • Barbara and Jason will do election counting and post results on the website |
| 4. | Job Descriptions and Budgeting Dates | • Roundtable Chair will fill out questionnaire by April 15  
    o What you do, what you’ve done, goals, FAQ for incoming  
    • Non-conference budget due May 5  
    o Activities outside of the Annual Conference  
    • Committee chairs  
    o Write what you do for future members  
    • If you want to have a speaker at conference, let Executive Board know so they can plan and budget  
    • Annual report needs to be turned into Jessica Whetman around the end of June  
    o Paragraph or two of things done  
    o Written by current chair and sent to new chair  
    • When requesting money, a response should be given rather than included with document  
    • Update list of officers and links on roundtable webpage |
| 5. | Conference | • Having a board meeting on Thursday, May 1, at 8:00am with current and incoming members to go over duties, goals, etc.  
    • Make workshops as interactive as possible  
    • Instead of President’s Reception, there will be a networking social and silent auction on Thursday, May 1, 5:00-6:30 |
There will be a chocolate fountain

- Angela Igo and Liesl Seborg are working on a silent auction
  - Contacting businesses to donate
  - ULA Members are invited to donate items and services to auction
  - Money for auction will be used for scholarships for 1st time conference attendees for any library conference
  - Academic Chair should contact all universities to see if they will donate to silent auction
  - All items should be brought to the registration desk before Thursday at 12:00pm

- Also soliciting sponsorships at all public and academic libraries for different conference events
  - Only have $5,000-6,000, want at least 11,000-12,000 like last year
  - Can cosponsor or donate whatever they are comfortable with
### Mentoring
- Dustin Fife of San Juan County Libraries has set up mentoring website on ULA website under activities
- Contact at ulamentoring@gmail.com
- Two way street, can be for what you’re doing, or what you would like to do
- Students should be informed of website
- Website will only set up people

### Utah State Library
- Legislator goes till Thursday night (March 13)
  - Decisions are not final until then
- Funding is currently in place for CLEF
- iLead will not happen this year, but it will happen next year
- Big event in April with 24 grants applied for Dia de Los Libros
  - 16 public libraries, 8 school libraries have applied

### New Ideas
- Statistics for middle and high schools have been turned into Infographics for board members
  - Used to encourage funding
- Management committee – coming up with tasks to revisit/change over the next year
  - Have vision and mission statement
- Weber County Library
  - Building new library in Roy
  - No dedicated space for teens
  - Create a new collection transitioning from elementary to junior high and high school to college
- Latino advisory council at Logan Public Library
  - Has 6 members
  - Giving great ideas
  - Going to start outreach in April
- No outreach at USU
  - Try to get buy in from students
  - Provide training to student workers before reaching out to student population
  - Might have therapy dogs in library during finals week
- SLCPL has done sustainability training at the different libraries for employees of what they can do
- Intellectual Freedom training to keep green and practicable
  - Meet online instead of in person

### Retirements
- Michael Freedman is retiring from UVU
- Peter Bromberg

### City Council buy in
- Jamie Ward (Magna Branch) has a very strong relationship with the City Council
- How do you maintain a relationship with City Council and keep them engaged?
  - Personally invite members to activities
  - Send a thank you note when they attend
  - Make them library patrons
  - Encourage them to speak to other councils
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<tr>
<th>11</th>
<th>about what they're doing</th>
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<tbody>
<tr>
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<td>Meeting Adjourned</td>
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