



# ULA General Board Meeting

Friday, June 1, 2018

---

## Attendees present

Rebekah Cummings, Dan Compton, Vern Waters, Emily Darowski, Brandon Bowen, Mike Goates, Darby Fanning, Rebecca Wiederhold, Joe Frazier, Kim Fong, Amy Jamison, Erin Morris, Wanda Huffaker, Kari May, Leticia Camacho, Valerie Buck, Shane Wallace, Elise Silva, Christina Walsh

## Attendees via Zoom

Jessica Breiman, Pamela Martin, Barbara Hopkins, Trevor Young, Natalie Gregory, Mary Lynn Sharpe, Xiaolian Deng, Dorothy Horan, Kurt Meyer, Daniel Mauchley, Ed Hahn, Jessica Van Buren, Linda Liebhardt, Joe Everett, Dorothy Horan, Patrick Hoercherl.

## Opening

### Call to Order

Rebekah Cummings, President, calls the meeting to order at 12:02pm.

### Previous Minutes

Dan Compton makes a motion to approve the previous minutes from February 23, 2018. Vern Waters seconds the motion. The motion passes unanimously.

### Consent Agenda

Daniel Mauchley proposes to add a correction to the consent agenda about counties having pay increase or title changes with completion of paraprofessional certificate. Kim

Fong makes a motion to approve the consent agenda with the proposed correction. Amy Jamison seconds the motion. The motion carries unanimously.

## Agenda

### Old Business

*[None]*

### New Business

1. Approval of new appointments (Rebekah Cummings)
  - a. Rebekah announces that Javaid Lal and Barbara Hopkins were approved in earlier Executive Committee Meeting for another appointed year as Treasurer and Executive Director, respectively.
  
2. 2018/19 FY budget (Dan Compton)
  - a. As noted in the email Dan sent prior to the meeting, budget requests must be completed through a form on the website. Non-conference budget requests have a Friday August 3rd deadline, including Fall Workshop. Dan is happy to help with individual questions via email.
  - b. Budget discussion is moved to September meeting so the budget from the previous year can be finished up; with no questions, the agenda moves on.

## Reports / Activity / Discussion Items

1. Conference committee report (Emily Darowski / Mike Goates)
  - a. Congratulations to all involved in another great conference! According to the survey, most individuals are satisfied with preconferences, and generally satisfied with sessions. Feedback asked for both more variety and more relevance, and 52 unique sessions were identified as favorites. Chairs are encouraged to share with roundtables and committees information from the survey on what people want. Surveys also showed very positive responses to all keynote speakers.
  - b. T-shirt sales:
    - i. Emily mentions t-shirts are still available through June 6. They are hoping to sell 20 to hit \$2,000 from the silent auction and other fundraising which all goes to the conference scholarship fund.

- ii. Since ULA didn't lose money doing shirts, is this something to do in the future? Is there interest in other branded swag? Emily suggests framing the t-shirt as a donation to help the scholarship fund. Wanda Huffaker mentions some people will be excited to support the scholarship in any way made available.
  - c. Silent auction and raffle:
    - i. Possibility that more items could be available as raffle prizes, and perhaps tickets for the raffle should also be for sale.
    - ii. Emily suggests the whole silent auction moves to a raffle model. Participants could buy a certain number of tickets and put them towards whatever specific items the individual is interested in.
  - d. Bags: Daniel Mauchley mentions surprise at how many people asked for a bag at registration. Mike Goates says if attendees are interested for future conferences a vendor will provide bags.
  - e. Session descriptions:
    - i. Kim Fong mentions several people were disappointed that the session description didn't match the actual session content. Mike agrees it is a problem along with attendees feeling presenters are not qualified.
    - ii. Joe Everett asks if feedback is passed on to presenters. Patrick Hoecherl says it's always a problem and it's really impossible to hold presenters to what they said they would present; thoughts can change from Oct to May.
    - iii. Brandon Bowen asks if presenters can update their description at the time of final confirmation. Patrick says people "finalize" in December/January, but could probably push that deadline a little further than it is.
    - iv. Rebekah asks for this topic to be paused and picked up in the conference meeting.
  - f. Networking social/silent auction
    - i. Silent auction had much improved attendance and people liked playing bingo. The Conference Committee recommends continuing to have a game and networking social and silent auction all together.
    - ii. Valerie Buck says although participants don't bid high, some items are high value, so perhaps lower priced donated items may be more successful. Mike suggests including that information in the call for donated items. Emily says the hope is that people stay for the networking social, and the silent auction is a nice added benefit.
- 2. Utah State Library Report (Kari May / Colleen Eggett)
  - a. New State Librarian Colleen Eggett created a document stating her vision for the future of Utah's libraries.

- b. Over the past year USL awarded 23 LSTA grants totalling \$249,008. Next time there will be a larger window to utilize grant funds, which will be detailed in a press release.
3. ULA Fall workshop (Valerie Buck / Erin Morris)
  - a. As of now the theme is "Enrich Your Library in Richfield."
  - b. Proposals for session should come in soon. The opening session speaker will be Colleen Eggett. Valerie confirms there will be a call sent out to all ULA for session proposals.
4. ULA 101 (Rebekah Cummings)
  - a. Rebekah reports positive turnout. Darby Fanning agrees that it was a helpful day which brought up questions that have since been addressed.
5. Advocacy 2018-2019 (Rebekah Cummings)
  - a. National Library Legislative Day
    - i. A group of people met with all our national representatives. Rebekah shares Jami Carter's takeaways, including the hope that IMLS will be reauthorized for another 10 years and that libraries get time on the calendar with representatives themselves next year. Staffers indicated Mia Love is in favor of net neutrality and Chris Stewart wants to do storytimes in public libraries throughout his district.
    - b. A meeting with Peter Bromberg will ideally result in an advocacy webinar.
    - c. Next year is a big deal as libraries ask for \$1 per capita for IMLS.
6. ULA Board Meeting Schedule (Rebekah Cummings / Kurt Meyer)
  - a. Due to traffic, vacation, other meetings, and other commitments like teaching, discussion is opened on changing Friday meetings to another day of the week.
    - i. Kim Fong says small libraries have to split people on Fridays so it's hard, which gets agreement from Wanda Huffaker and others.
    - ii. Generally the group feels Fridays work, so they will remain as scheduled. Rebekah Cummings encourages everyone to come to the board with things like this which are always open for discussion.
    - iii. Natalie Gregory suggests ensuring when people volunteer for roundtables and chairs they know what they're getting into.
  - b. Communication concerns with Wild Apricot are brought up by the group. Of particular concern is archiving information for the next person to step into a role. After a group discussion of archiving and group productivity tools, Rebekah asks if WordPress already has an archiving feature which we could be using to archive ULA materials. Kim Fong will check with her library's WordPress person. Joe Frazier and Dan Compton will look into the possibility of archiving within ULA's Wild Apricot subscription.
7. Wild Apricot Demonstration (Rebekah Cummings)

- a. Within the admin feature, Rebekah demonstrates how to go in and send an email to your group. One person from each roundtable can be an administrator. Email Dain if you want to be an administrator.
    - i. Log in as usual. Go to admin view (small gray square top right corner)
    - ii. Drop down menu "email," compose, then follow the 5 step process.
    - iii. Can preview, send test to self, add subject in recipients tab, use a saved contact list, and check reply-to.
    - iv. When finished, hit green button "send."
    - v. Dan demonstrates how to search people who have already signed up for certain group and create a list based on that: advanced search, pick roundtable, search, name search and save it. Later you can email from the same place Rebekah showed, except send it to "members-lists" instead of "members-groups."
  - b. If someone doesn't want to receive the emails, it is better to remove them as the administrator than to ask them to log in and remove themselves because if they don't want the emails they are likely not active.
  - c. Dan Compton's webinar on Wild Apricot is available to view on ula.org, as well as the following: <http://ula.org/editing-your-membership-in-wild-apricot/>
8. Rebekah asks all attendees to feel free to send suggestions for next year's conference keynote speakers. Additionally, there are three vacancies which Rebekah would like to see filled to facilitate more activity in these groups: Rural and Small Libraries Committee Chair, Diversity Services Roundtable Chair, and Outreach and Community Engagement Committee Chair.

## Closing

## Adjournment

Emily Darowski makes a motion to adjourn the meeting. Joe Frazier seconds the motion and it is approved unanimously. Meeting adjourned at 1:23 pm.