



ULA General Board Meeting

Friday, September 15, 2017

Attendees present

Dan Compton, Jami Carter, Joe Frazier, Patrick Hoecherl, Emily Darowski, Sherrie Mortensen, Emily Bullough, Wanda Huffaker, Ruby Cheesman, Leslie Schow, Xiaolian Deng, Andrew Shaw, Liesl Seborg, Laurie Hansen, Joe Everett, Becky Skeen, Donna Jones Morris, Valerie Buck, Daniel Mauchley

Attendees by phone

Mindy Hale, Trish Hull, Anne Diekema, John Burns, Natalie Gregory, Pia Jones, Shawn Bliss, Barbara Hopkins

Opening

Call to Order

Dan Compton, President, calls the meeting to order at 12:00pm.

Previous Minutes

ULA Board Meeting minutes of 6/2/17 are presented. Jami Carter moves to approve the minutes. Daniel Mauchley seconds the motion. All members vote in the affirmative and the motion passes unanimously.

Consent Agenda

Jami reminds chairs to make sure they submit something for the consent agenda, as a brief report is better than no report. Jami moves to accept the Consent Agenda as presented. Daniel Mauchley seconds the motion. First vote fails due to technical issues with the phone. The vote is taken again and all members vote in the affirmative. The motion passes unanimously.

Agenda

Old Business

[None]

New Business

1. 2018 Conference budget/rates (Emily Darowski/Dan Compton)
 - a. There is discussion regarding conference rates being raised to make up for deficits in the non-conference budget. Jami Carter gives an estimate of \$15.50 per registration.
 - b. Liesl Seborg brings up charging for pre-conferences separately. Trish Hull recalls low attendance at previous pre-conferences which were charged separately; she says attendance has improved significantly since making them free.
 - c. Ruby Cheesman suggests a survey to see if a \$10 increase would affect registration numbers. She also suggests using the 2018 conference to prepare people for an increase in 2019.
 - d. Donna Jones Morris reminds the board increases can't be asked for very often; this increase needs to cover the next 5 or 6 years.
 - e. Dan Compton says considering the need for a long term solution, he leans towards a \$20 increase. A survey is determined necessary before further action.
 - f. Emily Darowski will put together an informative campaign in the form of a survey including a comparison to what other states do for context and goals for a long term solution. This will seek feedback to the proposed solution, rather than asking if respondents want to pay increased registration costs.
 - g. The proposed 2018 Conference budget and rates are unaffected by this discussion and will remain as presented.

- h. Daniel Mauchley moves to approve the 2018 Conference budget; Jami Carter seconds. All members vote in the affirmative and the motion passes unanimously.
- 2. 2017-18 Non-Conference Budget (Jami Carter)
 - a. Joe Frazier moves to accept the Non-Conference budget. Trish seconds the motion. The motion passes unanimously.
- 3. Approval of new appointments (Dan Compton)
 - a. Emily Bullough, Awards Committee Chair
 - b. Kurt Meyer, Government Documents Roundtable Chair (GODORT)
 - c. Natalie Gregory, Library Paraprofessional and Support Staff Roundtable Chair (LPSSRT)
 - d. Jami moves to approve all appointments and Daniel Mauchley seconds; the motion passes unanimously.
- 4. New vacancies
 - a. Member-At-Large 2016-2019, previously Erin Wimmer
 - b. Parliamentarian 2017-2018, previously Debbie Short
- 5. ALA/ULA Joint Student Membership (Dan Compton)
 - a. Dan proposes ULA work with ALA to offer an ALA student membership for \$40 which includes a ULA membership. Fees are split between the two organizations. 43 state library associations participate in this existing program; Utah is one of the few which does not. There is major interest from students and he expects even if we lose a little we may make it up in the number of students choosing to register.
 - b. After short discussion, board seems in agreement that fiscal impact is likely to be small and this is a good opportunity to get students involved in conferences, roundtables, etc.
 - c. Jami Carter moves to accept the proposal; Joe Frazier seconds the motion. Hearing no nays, the motion passes. This will move forward with ALA.
 - d. Wanda Huffaker volunteers to do a write-up. Trish Hull suggests talking to Emporia and North Texas so they know to spread this information to their students.
- 6. YSRT Board configuration (Sherrie Mortensen)
 - a. Sherrie Mortensen brings forward a proposed change to ULA bylaws. *[See page 6 of this document.]* Current bylaws limit all roundtables to a maximum of 3 Members-At-Large. Proposed change allows for one additional Member-At-Large for each 20 people over 100 on a roundtable.

- b. Jami Carter proposes amending wording from "...*shall* have a minimum of one (1) and a maximum of three (3)..." to "...*may* have..."
- c. Due to the transition from Memberclicks to Wild Apricot, it is still difficult to know how many people are involved with a roundtable. A vote will wait until more accurate numbers can be pulled from Wild Apricot.
- d. In December at the General Board Meeting the cap (currently proposed for 100) at which more Members-At-Large are allowed will be revisited and the board will vote. To fully ratify, a general assembly of the membership will vote at the 2018 conference.
- e. Jami moves to table this proposal until the next meeting. Joe Frazier seconds the proposal. The vote is unanimously affirmative.

Reports / Activity / Discussion Items

- 1. Financial report (Javaid Lal)
 - a. Dan Compton reports in Javaid Lal's absence. There is a discrepancy between the Financial Statement Narratives Balance Sheet and the actual budget. Dan explains this is due to the dates they have been updated and certain charges not yet appearing.
- 2. Fall workshop (Valerie Buck)
 - a. The Fall workshop will occur Friday, September 29th at the Park City Library with spots still available.
 - b. Valerie details program, including 6 breakout sessions, an author panel (changed from original author talk), and a tour of the Park City Museum.
 - c. The website will be updated to reflect these changes.
- 3. Conference Committee Report (Emily Darowski)
 - a. Networking social will be moved to 4:00-5:00pm on Thursday along with a speaker, serving as an end-of-day capstone session. This will provide roundtables time to meet and greet as well as recruit. The capstone session will include games and a raffle. One session is now cut off and will be moved to the Friday afternoon slot.
 - b. There is discussion of an author event and networking event Thursday night, offered to be hosted by the Provo City Library.
 - c. The Conference Committee will continue discussing these options and report back at the December meeting.

4. Wild Apricot/Zoom Update (Dan Compton)
 - a. Zoom video conferencing is now available. To use, members can talk to Barbara Hopkins to set up a roundtable or committee meeting.
5. MPLA Report (Sam Passey)
 - a. 10 ULA members were awarded free memberships.
6. Utah State Library Report (Donna Jones Morris)
 - a. State library statistics dashboard is publicly accessible. View it here: <https://heritage.utah.gov/library/dashboard>. Donna encourages every library to have something like this to increase public accountability and for use in legislative advocacy.
 - b. More information is available in her report. *[See pages 7-8 of this document.]*
 - c. Donna Jones Morris announces her retirement, effective January 1, 2018. Dan Compton and the board thank Donna for her service to the state.

Closing

Adjournment

Daniel Mauchley moves to adjourn, Jami Carter seconds, and the motion passes unanimously. Dan Compton adjourns the meeting at 1:40pm.

Proposed Bylaw Change Regarding Members at Large.

Current bylaw:

Each roundtable shall be organized in the following manner.

- A. Each shall be governed by a steering committee, which shall include a chair, vice-chair/chair-elect, and a secretary. Each roundtable steering committee, at the discretion of the nominations chair, shall have a minimum of one (1) and a maximum of three (3) members-at-large.**

The YSRT is a large group consisting of 240 members according to Memberclicks. (Which admittedly is not up-to-date, but we do have a large number of participants.) We have many active library employees that are anxious to be involved and we host at least one (this year two) annual workshop(s). It was suggested at our ULA 101 training that the bylaws could be changed in response to the needs of large roundtables.

Proposed bylaw: (suggested addition in red)

- A. Each shall be governed by a steering committee which shall include a chair, vice-chair/chair elect and a secretary. Each roundtable steering committee, at the discretion of the nominations chair, shall have a minimum of one (1) to three (3) members-at-large and up to one (1) additional member-at-large for every twenty (20) members of the roundtable over the first one hundred."**

That would mean for a roundtable the size of YSRT, we would have the chair, vice chair, secretary, up to three basic members-at-large (6 total steering committee members), and up to 7 additional members-at-large for the additional 140 members over 100, giving YSRT, at this time, a maximum of 13 members on their steering committee including the chair, vice chair, and secretary. We currently have 8 actively involved un-members-at-large participating in our steering committee, plus our chair, chair-elect and secretary - 11 members. (The five additional are serving as conference committee members.)

Justification:

In past years, large roundtable steering committees may have been more unwieldy due to travel

requirements for members at large from around the state. With the advent of effective meeting apps and software, larger groups from across the state can meet together conveniently and inexpensively like never before.

This change in steering committee structure would facilitate a call from the nominations committee to invite additional volunteers to participate in leadership each year at election time. Best of all, it would provide additional leadership and mentoring opportunities for members of large round tables.



Utah State Library Division

**Report to the Utah Library Association
September 15, 2017**

State Librarian – Donna Jones Morris

Utah State Librarian/Division Director Donna Jones Morris announced her retirement effective January 1, 2018.

Library Statistics Dashboard

The Library Statistics Dashboard visually shows the use and activity of Utah State Library programs. The Dashboard is evolving. Bookmobile Program Manager Britton Lund, designer and architect has included Statistics about: Bookmobile Circulation, Blind Program Circulation, OverDrive & OneClickDigital Downloads, and Resources and Development Training. In August **145,106** items were downloaded from OverDrive & OneClickDigital.

<https://heritage.utah.gov/library/dashboard>

USL Staff Networking

- Assistant Director Kari May and Program Specialist Jeri Openshaw represented Utah September 2 at the National Book Festive in Washington, D.C.
- USL Development Program staff members are finalizing the certification process and will notify public libraries of certification and quality designation within the month.
- USL is supporting the Hamilton Exhibit that will be in the Utah Capitol this winter, by providing Braille descriptive text to accompany the exhibit. USL is also working with selected libraries on materials they can make available to their patrons about Hamilton. The Hamilton project is a special Utah Legislature initiative.
- USL is finalizing the certification process and will notify public libraries of certification and quality designation within the month.
- USL will be working with OverDrive and public libraries individually to migrate to a new authentication platform. USL will no longer support EZProxy after Dec. 31. Libraries with SIP servers are encouraged to use it for authentication; other libraries can sign up for OverDrive's in-house authentication called Library Card Manager. Contact Darci Card at dcard@utah.gov if you have questions.
- USL is finalizing policy and procedures for an e-Card that will allow patrons without a physical public library to access the online resources (Utah's Online Library, OverDrive, RBDigital).

- LSTA Children's Book Collection Enhancement Project - notifications went out this week to the approximately 130 libraries who will receive curated collections of children and teen titles. The books will be shipped directly to libraries from the vendor. Grant recipients of these collections include school, public, academic, and tribal libraries.

Staff

USL is in the final stages of interviews for the Library Consultant for Innovation and the Grants Coordinator. There was a strong applicant pool for each position and USL expects to make a decision soon. There are also two positions in the blind library one for Tape Duplication Technician, because Craig Webb retired July 14, 2017 and one for Multistate Center West Administrative Assistant because Joe Esquivel resigned.

ULA representation -

Representatives / Committee Members from USL

Donna Jones Morris – Liaison from State Library to the ULA Board and Liaison to the Legislative Committee, (801) 715-6770, dmorris@utah.gov

Bookmobile Librarian Shawn Bliss – Member-at-Large, and Vice Chair Rural and Small Libraries Committee (435) 760-8935, snbliss@utah.gov

Government Information Coordinator Ray Matthews, (801) 715-6752, raymatthews@utah.gov and

Metadata Cataloger Char Newbold (801) 715-6740, cnewbold@utah.gov are both members-at-large at the recently re-convened GODORT.

USL Quarterly

To subscribe: <https://heritage.utah.gov/library/uln>