



Utah Library
Association

ULA General Board Meeting

6/3/2022

Attendees

Marissa Bischoff, Rita Christensen, Patrick Hoecherl, Emily Bullough, Emily Darowski, Angela Edwards, Michael Goates, Hiroko Hashitani, Anna Neatrour, Erin Warnick, Diana Meiser, Karen Newmeyer, Sherri Mortensen, Trish Hull

Opening

Call to Order

Marissa Bischoff, President, called the meeting to order at 12:00 PM.

Minutes Approved

The General Board minutes from March 2022 were approved by common consent.

The Annual Membership minutes from May 2022 were approved by common consent.

Agenda

New Business & Reports

1. Ratification of Appointments - Marissa Bischoff

- a. Marissa requested ratification of appointments.
- b. Angela Edwards made a motion to ratify appointments. Erin Warnick seconded the motion. Motion passed unanimously.

2. Ratification of Appointment/Election of a Member-at-Large to Executive Committee - Marissa Bischoff

- a. Marissa requested ratification of election of a Member-at-Large to the Executive Committee.
- b. Sherri Mortensen made a motion to ratify the election. Mike Goates seconded the motion. Motion passed unanimously.

3. Conference sites - Meagan Lloyd

- a. 2023 conference update
 - i. The ULA Conference was bumped out of conference space on our dates by a national conference. Current best options during the planned dates are:
 1. Davis County Conference Center. A lot of negative response for 2022 was because of COVID protocols.
 2. The next best option is the Saint George Hilton Garden Inn. They may be able to house us, but we won't be sure until a meeting later today.
 - ii. Marissa explained that pursuing different dates is not a great option. We already contracted with speakers for these dates, and can already get out of St George contracts if needed. Additionally, dates available at other locations were Memorial day weekend, or early May on Mon-Wed. While there was some interest in Mon/Tue/Wed dates, the Board recognized it could be hard to move speakers.
 - iii. Decisions will be made by the Executive Committee, once they get information from the previously mentioned meeting..
- b. 2024 Conference - Executive Committee is leaning toward Sandy because it is an MPLA year and the Salt Palace is double the cost. We can't book Sandy until November.
- c. 2025 Conference - It is a ways out, we are looking at St George, if not this year, or Provo.

4. Conference Committee Budget - Meagan Lloyd

- a. The ULA Conference Committee presented their budget to the Board. As of the meeting date, the overall profit estimate is \$12,233, the original estimate was \$7,000. We had more overall conference attendance coming out of COVID, revenue from exhibitors was higher than had been hoped for.

- b. It appears we made at least \$10k (she is still working through some details), sponsorships were amazing, the 5k run helped, and Megan was able to negotiate a \$3k discount due to A/V issues at the conference center.
- c. Megan brought up a potential discrepancy regarding the cost of ULA Awards presented at the Conference - are they a ULA expense or a Conference expense? The Board asked Megan to leave awards as a Conference cost this year and said they would shift the conversation to another meeting.

5. Conference Committee Report - Becca Lael

- a. The ULA Conference Committee reported on the 2022 ULA Conference at the Davis Conference Center. Overall the satisfaction rate for members was high. The Conference Committee was pleased at the attendance, everyone seemed happy to be back to meeting again. They were appreciative of the attention paid to accessibility - particularly special food needs.
- b. The BIPOC Only Session went very well. The Conference Committee recommended it every year going forward. There was meaningful discussion, despite disruption from one white ULA member. Presenter at BIPOC suggested a need for a White Ally session as well.
- c. The Book Drive was successful - the Northern Band of Shoshone Nation Tribal Office received a trunkful of books, and may be a good opportunity for future donations.
- d. The feedback survey indicated that most attendees were neutral regarding or willing to have COVID restrictions, if needed. Further feedback was that roundtables wanted more opportunities for business meetings in the schedule.
- e. Becca Lael was integral to getting a land acknowledgement. Rita Christiansen presented Becca with a plaque in honor of two years as president of the Conference Committee.

6. Additions for ULA Archive Housed at University of Utah - Ally McCormick

- a. ULA Historian presented a general call for handouts, recordings, etc. related to the 2022 ULA Conference so she can get into the collection. She also spoke about a photo gallery that is being worked on related to the project.
- b. The Board asked how to contribute and if they need to give direction on what is collected. She responded that she lets members donate whatever they wish to donate.

7. Financial Report - Allen Arnoldsen

- a. Allen presented a balance sheet for June 2nd, and said ULA finances are in very good shape as far as balances go. We were in a good position through COVID times, and based on the report from this year's conference, we are in very good shape. Total Income year to date is \$125,694; total expenses \$109,045; net income of \$17,000 but some expenses are yet to be paid and there are some larger income checks yet to be deposited.
- b. In response to a question from the Board regarding the silent auction, Allen said he did include money from the silent auctions in the scholarships line and we got some swag income and 5k run income.
- c. Allen also mentioned that Quicken is still not working correctly, so he will need to look further into a fix.
- d. Detailed presentation information is included in the folder with the meeting minutes. ([Financial Report Doc Link](#))

8. Year of Learning - Jenn McKague

- a. A calendar of proposed ULA activities was presented to the board, including quarterly activities. First event will be a TED-talk on July 14th @ 12:00 PM.
- b. Patrick asked that, as committees come up with goals, the Year of Learning group coordinates with strategic planning and other roundtables or committees, so events don't overlap.

9. Fall Conference - Carla Gordon

- a. ULA's Fall Conference will be at the Provo Library so they can do it in hybrid in-person/online format. It will be held Sept 30, 9:30-4:00; it will have a keynote; box lunches; and cost \$25/person (in persons) perhaps less for online. They will stream one session at a time, so they intend to poll attendees and see which is most popular, then stream the most popular.
- b. After clarification requested from the Treasurer Carla clarified that lunches are only \$10-\$15, the additional cost is for snacks, they will see what people's interest level is and charge accordingly. The Board confirmed that this is a non-conference budget request, so they should submit the request, and list it as one request with line items with total
- c. In order to plan for attendance, Mindy agreed to look up responses in Wild Apricot to assist.

10. Patrick Hoecherl - Strategic Planning

- a. Marissa explained that the Executive Committee is dissolving the ad-hoc strategic planning committee and moving it under the role of the

President-Elect as part of strategic planning. Patrick explained that this is part of an overarching plan to streamline work with existing committees and chairs already in place, then decentralize work related to strategic planning.

- b. Patrick emphasized the need to make sure we're actually working on goals by delegating each section of plan to all members-at-large, and he presented a plan outlining the intended organizational structure and assignments. Key to this is the need for roundtable and committee chairs to keep an eye on each committee's goals, followup, and create one goal for their group that supports the strategic plan. Units will report to member-at-large, members-at-large will report to the president elect.
- c. Detailed presentation information is included in the folder with the meeting minutes. ([Strategic Planning doc link](#))
- d. Marissa thanked everyone who served on the strategic planning committee, and shared her excitement about what Patrick and teams are doing.

11. Policies & Procedures Revision Ad-hoc Committee - Daniel Mauchley

- a. Daniel proposed an Ad-hoc committee to review revision of Policies and Procedures with a sub-committee for bylaws. Rita, Trish Hull, Diana Meiser all were willing to help with this committee.
- b. Patrick Hoecherl made a motion to form the ad-hoc committee with sub-committee; Trish Hull seconded the motion. Motion passed unanimously.

12. Equity Diversity & Inclusion Committee - Marissa Bischoff

- a. Marissa explained the background behind the need for an Equity, Diversity, and Inclusion (EDI) Committee. ULA already has a related interest group/roundtable, but a committee is needed to improve and incorporate EDI into ULA as an organization and will allow us to more fully incorporate EDI into strategic planning. The roundtable will also continue doing the same work they have been doing. Marissa explained that she appointed two co-chairs Karen Liu and Allen Lee.
- b. Board discussed the permanence of this committee and asked if it needed to be added to the bylaws and ballot going forward. Marissa said she would work toward that end.
- c. Marissa Bischoff made a motion to form the ad-hoc committee with sub-committee; Rita Christenen seconded the motion. Motion passed unanimously.

13. Paraprofessional Certificate Updates - Julie Heckert

- a. Julie shared a recorded presentation with live commentary and responses. Certification is still broken into professional services, professional development, and professional advocacy. Changes are extensive, and include a completely new interface using Canvas, an updated approach including badges, rather than a points system. She also presented an overview of the new site. She pointed out that most state libraries don't have something like this.
- b. Emily Bullough made a motion to ratify the updates to the ULA Paraprofessional Certification program, Rita Christensen seconded the motion. Motion passed unanimously.

14. Advocacy Committee Update - Peter Bromberg & Rebekah Cummings

- a. Advocacy Committee sent a report to ULA and is interested in setting up conversations with state representatives before the legislative session begins, to allow discussion, perhaps on bills to run for ULA. They intend to complete legislative map for interim session to match up library leaders with representatives in their area.
- b. They also discussed work in Provo when the city council ordered the library to remove a Pride Display. They hope that this resolves positively, and are waiting to see what local residents will do. They have also reached out to local LGBTQ+ organizations.
- c. On a related note, the committee will be working on a draft ULA statement & talking points for ULA board members in case contacted by the press.
- d. The Committee also discussed various House Bills and memos from the Utah Attorney General regarding pulling books or not pulling books based on state law. HB 34 puts school boards in a difficult position to be sued by parents on either side (keeping book vs removing book). They will return Representative Lisonbee's call for information from ULA's advocacy team. Peter will report back. They are hoping to encourage reps not to introduce bad bills without running them past constituents like ULA.
- e. Committee negotiated a heavily discounted Cultural Alliance membership rate for all Utah libraries, and will be advocating for Directors to have organizations join.

15. Housekeeping & Reminders

- a. Mindy reminded new officers that they need to update documents relevant to their committees to Google Drive.
- b. Mindy can help with email blasts and contacting ULA members.
- c. Marissa gave an overview of resources available to ULA officers - we really want to smooth turnover and make sure minutes are easily accessible. Past unit chairs and officers should be available to help you if documentation isn't available. If something is wrong in documents, please let Mindy and Marissa know.
- d. Next meeting Friday 9/9/2022 @ noon
- e. Program goals due by 6/30/2022
- f. Reminder/Example of non-conf Budget requests for unit events, please remember you need to submit requests for honorarium, snacks, lunches, items for raffle, Fees incurred for attending events. It may be up to you to create documentation for your unit.
- g. September newsletter submissions due by 8/19/2022. Quality content will help us to get vendor ads in our newsletter.

16. Additional Items

- a. Daniel posed a question: If a unit wants to do something special at the conference, who does the request go to? After discussion it appears this kind of request should go to Mindy and Rita for evaluation.

Closing

Adjournment

Meeting adjourned at 1:27 PM.