

**MPLA Executive Board Meeting**  
December 13, 2018; 10 am Central Time  
By Zoom Videoconference

**AGENDA**

<b>PRESENT (indicated by **)</b>			
<b>Name</b>	<b>MPLA Position</b>	<b>Name</b>	<b>MPLA Position</b>
**Leslie Langley	President	**Eileen Wright	Nominating Comm, MT
Stephen Sweeney	Vice Pres/President Elect	**Elena Rosenfeld	CO State Rep
**Mickey Coalwell	Past President /Admin Chair	**Shanna Smith	KS State Rep
**Brenda Hemmelman	Recording Secretary	**Rachel Rawn	MT State Rep
**Judy Zelenski	Executive Secretary	**Bradley Carrington	NM State Rep
**Aubrey Madler	Leadership Institute Coordinator	**Luise Davis	NV State Rep
Theresa Jehlik	Awards Committee Chair	**Nita Gill	SD State Rep
**Frances Brummett	Bylaws Committee Chair	Joe Frazier	UT State Rep
**Cyndi Landis	Communications Co-Chair	Cindy Moore	WY State Rep
**Roy Degler	Webmaster	**Mary Anne Thompson	Membership Committee
**Evonne Edgington	NE State Rep	**April Miller	OK State Rep; Communications Co-Chair
Paulette Nelson	ND State Rep	**Tom Taylor	LI Committee
**Melanie Argo	Newsletter Editor	**Amadee Ricketts	AZ State Rep
**Annie Epperson	Archives Task Force	**Robin Newell	Professional Development

**Welcome and Call to Order**

- Roll Call
- Announcements Roy – not all board reports are on website, but Roy is working on the issue
- Agenda changes – also approve Oct. 23, 2019 minutes

**Action Items**

- Approve minutes of October 23 and October 26, 2018 meetings in Wichita, KS. Mickey moved; April second, approved.
- Audit by Watson Coon Ryan, LLC; discuss, accept - Annie Epperson noted recommendations for internal control. Admin committee will review. Mickey recommended acceptance of the report. Shanna moved; Robin second, approved.
- Leadership Institute summary, discuss and decide future - Aubrey Madler, Mickey Coalwell – Leslie noted the NM pre-conference session in which proceeds will go to LI is in the contract for the NMLA/MPLA conference. This could be an ongoing thing. Judy also noted that as a 501c3, we need to spend \$\$ on our mission, which is education. Motion to have LI in 2020 – Luise moved; Mickey second, approved. Motion to approve Aubrey’s contract as LI Coordinator – Mickey moved; Luise second, approved.
- Staff letters of agreement for 2019 - Mickey Coalwell. Letters were sent for board review. The contracts will be approved at the next board meeting so that budget recommendations are added.

**Discussion Items**

**Officers, Staff, and Contractors**

Individuals with \* have discussion items. All other reports will be accepted electronically without discussion.

\* President – Strategic Plan - Leslie Langley This should be updated every year reviewing where the goals and objectives fall and if any changes should happen. Leslie will look it over and contact people to help review the document. Guiding principles should be retained throughout the process. On website at <https://mpla.us/documents/long-range-plans/>. Will bring back to board at the next meeting.

Vice President – Stephen Sweeney

\* Past President – Mickey Coalwell

Recording Secretary – Brenda Hemmelman

\* Executive Secretary – Budget & Membership Statistics - Judy Zelenski - reports were sent out prior to the meeting. Many renewals have come in already. MPLA received our first three Zelle transactions. Judy noted an issue with the confirmation messages people get. A clear definition will be added to the website for clarification. Zelle can be used for LI payments too.

Newsletter Editor – Melanie Argo

\* Leadership Institute Coordinator – LI Plans - Aubrey Madler – noted again the survey data issue that was mentioned in written reports. Roy says MPLA has a SurveyMonkey account which could be used, as well as Forms on Google which can be saved to a spreadsheet, Another idea is to use a service like Moodle for MPLA fellow communication and to house the LI curriculum. Moodle could also be used for association business. Roy is already creating some options for Aubrey to try out. Aubrey and Tom will work with Mickey for the next budget cycle. Future possibility for a venue could be a university somewhere. Tom Taylor suggested that since fellows indicate the LI is a bargain, raising the registration fees is feasible.

\* Webmaster & Systems Administrator (migrating to Google Docs) - Roy Degler – Roy discussed some back end issues and changes. Goal for mid-semester next year to get things decided and completed. Leslie, Kristin (Roy colleague), Melanie, and Cameron (Leslie colleague) will assist.

## Committees

Individuals with \* have discussion items. All other reports will be accepted electronically without discussion.

\* Administration – Staff letters of agreement - Mickey Coalwell

Awards – Diana Weaver

Bylaws and Procedures – Frances Brummett

\* Communications – Cyndi Landis, April Miller – members have been assigned to work with different committees as liaisons. Send info to [communications@mpla.us](mailto:communications@mpla.us), not to personal emails.

\* Leadership Institute – Tom Taylor

Nominating Committee – Eileen Wright

\* Membership – Mary Ann Thompson – looking at institutional memberships and pushing to get all states as institutional members. Library schools and school librarians are also targets.

Professional Development – Robin Newell

Archives Task Force – Annie Epperson

\* Webinars E-Professional Development Task Force – Stephen Sweeney - Judy noted that four webinars are being planned.

**State Representatives**

Individuals with \* have discussion items. All other reports will be accepted electronically without discussion.

Arizona – Amadee Ricketts

Colorado – Elena Rosenfeld

Kansas – Shanna Smith – reported that KS conference survey results are in; will provide a summary to the board at the next meeting and the full excel doc to Judy.

\* Montana – Report on conversation with Rick Stoddart, past PNLA president, about possibility of joining with MPLA for shared conference – Everyone is interested. Rachel will talk to MLA executive secretary about conference planning and a letter of interest will need to be sent to MPLA.

Nebraska – Evonne Edgington

Nevada – Luise Davis

New Mexico – Bradley Carrington

North Dakota – Paulette Nelson

Oklahoma – April Miller – noted again her correspondence with OLA to get a conference contract signed.

South Dakota – Nita Gill

Utah – Joe Frazier

Wyoming – Cindy Moore

MPLA promotional booth materials for state reps (Annie): communications and membership committees (Cyndi, April, & Mary Ann) to work on some new materials. Judy to provide some ballpark budget numbers to Mickey. Will be an agenda item for next meeting. Note: there is one official logo for MPLA that everyone should be using for promotions and communications. <https://mpla.us/images/logo-med.jpg>

Final Announcements – let Leslie know if you wish for her to officially attend any of your meetings.

Adjournment Mary Ann moved; April seconded to adjourn.