

MPLA Executive Board Meeting

November 1, 2019, 8:45 am

Hotel Albuquerque, NM

MINUTES

PRESENT (indicated by **)			
Name	MPLA Position	Name	MPLA Position
**Stephen Sweeney	President	**Elena Rosenfeld	CO State Rep
** Robin Newell	Vice Pres/President Elect/ Professional Development Chair	**Shanna Smith/ Communications Chair	KS State Rep
** Leslie Langley	Past President	**Rachel Rawn	MT State Rep
**Judy Kulp Zelenski	Executive Secretary	**Randi Monley	ND State Rep
**Whitney Vitale	Recording Secretary	**Evonne Edgington	NE State Rep
**Diana Weaver	Awards Committee Chair	**Bradley Carrington	NM State Rep
**Frances Brummett	Bylaws Committee Chair	**Luise Davis	NV State Rep
**Roy Degler	Webmaster	**April Miller	OK State Rep
**Eileen Wright	Nominating Committee	**Nita Gill	SD State Rep
**Mary Ann Thompson	Awards Committee Chair	**Joe Frazier	UT State Rep
Melanie Argo	Newsletter Editor	Cindy Moore	WY State Rep
**Annie Epperson	Archives Task Force	**Aubrey Madler	Leadership Institute Coordinator
**Mickey Coalwell	Administration Committee Chair	Tom Taylor	LI Committee
**Amadee Ricketts	AZ State Rep		

Welcome and Call to Order

Stephen Sweeney called the meeting to order at 8:47 am.

Introductions

All board members present introduced themselves and their roles in MPLA.

Approve/Amend Agenda

Minutes of 2019 Board Meeting – 10/29 at Albuquerque, NM

There were no minutes to approve from the board meeting on 10/29/2019. Minutes will be made available to the board soon.

Thank you for last year’s accomplishments!

Stephen Sweeney thanked the members for a very successful year.

Looking ahead

- **Committees**

Stephen asked the state reps to encourage more responses to the committee interest survey. A committee interest survey was sent out to the MPLA membership for any member interested in serving on MPLA committees. Stephen will rely on the state reps who know of someone who wants to serve. Survey responses are due by November 15th. One more reminder message will be send out before that date.

- **Membership**

- Stephen reported that membership is a continuing concern, especially around retention. He stated that retention begins with the first membership pitch. He would like to focus on keeping members. Annie Epperson suggested that one of the best ways to retain members is to give them something to do in the organization, even if it is just a small thing. She recommended that when you are reaching out to members, you should offer them something finite.

- **Communications**

- Stephen would also like the board to continue to communicate MPLA's value in light of other competing membership opportunities. Shanna Smith will serve as communications committee chair. Thank you to April Miller and Cyndi Landis for all their work last year. Stephen would like the committee to keep looking at our messaging and keep up the good work.

- **Bylaws – interest in updating MoP**

- Stephen sees opportunity for growth. Frances will continue to chair the committee. New bylaws were updated, but they still need to be added to the website.

- **Administration – interest in reviving Board Choice Awards**

- Stephen related that he had met Annie Epperson in 2006 and Annie had went to the MPLA Board and nominated him for the Board Choice Award (BCA), which included free conference registration and one free year of membership. This was one of the reasons he became active with MPLA. He is tasking the administration committee to find 10 new members to receive this award.

- **Leadership Institute**

- Aubrey Madler reported that the deadline to apply for the Institute has been extended until December 15. She relies on the state representatives to get applicants. Every state representative chairs a small committee that selects at least two members from their state to become a fellow. The Leadership Institute committee then chooses the remaining six fellows, as members-at-large.
- Rachel Rawn asked if applicants need two years of individual MPLA membership to get a discount, or if institutional membership could count towards that discount. Aubrey reported that institutional membership cannot count towards those two years, but that new members can reach out to Judy Kulp

Zelenski to pre-pay for their 2020 membership and can then be eligible for the discount.

- April Miller asked whether someone else should chair the state nominating committee if that state's rep were applying for the Institute. Aubrey replied that yes, someone else would then chair the committee. Leslie Langley offered to chair the Oklahoma committee for April.

- **Archives Task Force – looking at the past, and also to the future**
- **ePD Task Force**
 - Stephen would like to have a working document for e-professional development best practices and to finish it soon. He would also like someone to take over as chair of this task force. Aubrey Madler reported that she has documents and training from her institution on using Zoom for these purposes, if that would be useful. She is willing to help with e-PD Task force, but she cannot be chair.
 - Stephen thinks that everyone in MPLA has something to offer and we definitely have the expertise within the membership to make e-PD successful. Annie Epperson mentioned that e-PD would be a good finite opportunity for members to serve. April Miller pointed out that it would also be a good opportunity for those with tenure expectations. Annie added that even putting the best practices and calendar together could be another good, finite way to serve.
 - Robin Newell asked Stephen what he is looking for in regards to the Chair. Stephen would like the individual to look into putting together a calendar and schedule of e-PD. It would be more of a coordinator role.
- **Joint Conference Task Force – Mickey Coalwell/Judy Kulp Zelenksi**
 - Stephen would like to look at MPLA's letter of agreement with the state organizations. Mickey Coalwell has volunteered to look at joint conference documents to better set expectations and guidelines for both the hosting state and MPLA. For example, the present documentation does not stipulate what happens when a conference runs red. MPLA needs to further define its relationships.
- **Revisit Long Range Plan**
 - What can we do? Stephen reported that MPLA is 3 years into the existing plan. It may be time to rethink this.
- **Webmaster, transition from StableHost, Board member email addresses – Roy Degler**
 - Roy Degler reported that he has changed the email passwords for new board officers to changemenow! He would like them to change this password immediately. If you are continuing in the same board position, you will not need to change your password.
 - Roy also reported that he and Dan Chaney had looked at using Google Drive for board materials and documents and we would like to proceed. He wants to switch the MPLA emails to Gmail. Many board members already have Gmail accounts, so they will need to switch to the MPLA account when you sign in. MPLA will have google drive, docs,

calendar, and the whole G-suite. Roy suggested that the board members organize the drive so that the next people in their roles know what they are doing. He will be making the switch in December or January. He will reach out to the board about the changes.

- Roy asked Frances Brummet, chair of the Bylaws Committee, to move the manual procedures into Google docs. Roy thinks that board reports can just be dropped into a folder on Google Drive. However, standard naming procedures should be set to make files findable. There will be some growing pains, but it should work out. Leslie Langley volunteered to join a taskforce to set organization/naming procedures for MPLA's G-suite.
- **Zoom, other technology**
 - Judy Kulp Zelenski reported that there was a trial of the Zoom webinar program. Her mouse stopped working in the middle and she would like to thank those who helped with the trial. They had not practiced with it before, so they learned a lot. The Board has approved buying a year subscription to the webinar piece. The subscription will start when MPLA is ready for the first webinar. The zoom meetings functionality is a separate subscription. She has the instructions on how to run a zoom meeting. Please contact her if you need it. She would like to encourage state reps and others to use it. However, we only have a license for one concurrent user, so please check the existing meeting schedule before you set your zoom meeting.

Next conference:

- Joe Frazier reported that the next MPLA conference will be with the Utah Library Association and is tentatively set for May 19-21, 2021 in Sandy, UT. Utah Library Association (UTA) is starting to plan the preconference. They are looking into an equity, diversity & inclusion workshop. They are planning for two sessions or workshops on that Wednesday. Also looking into an ACRL roadshow stop and trying to get the next ALA president to speak. There is a lot of exciting stuff. The incoming UTA president is Daniel Mauchley.
- Rachel Rawn, reported on the planning for the 2022 joint conference with the Montana Library Association and possibly the Pacific Northwest Library Association (PNLA). She has been asking members how they feel about a summer conference, since PNLA is usually in early to mid-August. Programming is usually at a pause in early August, so this will be a change. Judy reported that the procedure for starting the joint conference planning is for MPLA to send a letter of invitation to the PNLA board. Rachel reported that the possible conference venues need a date. Stephen does not think there will be opposition to the early August date. Rachel will work with Judy to send a letter of invitation to the PNLA board.
- Leslie Langley asked when the next MPLA board meeting is scheduled. Stephen will convene a January board meeting
- Elena Rosenfeld asked if we could have a virtual membership meeting using the Zoom webinar program since we are not meeting in person until 2021. Aubrey Madley reported that North Dakota academic librarians do this for their meetings. MPLA could charge a nominal fee for it. Stephen would like to look into whether Zoom allows for breakout sessions. Judy and Aubrey will look into this. Robin knows that the conference function in Zoom does this, but we may only have a membership function. Aubrey suggested that MPLA could tap some people from

ND to chair a small task force to put the virtual meeting together, since they have experience. Leslie would like to investigate how ARSL, an association of small, rural public libraries, succeeds in reaching out to their members virtually. April Miller suggested that a virtual meeting would be good for not just small public libraries, but for one -person academic libraries, as well. Elena pointed out that the virtual meetings could also mean that we get presenters that could not make it in person.

- April Miller will share the google drive link with the MPLA board members.

Adjournment: Leslie Langley moved to adjourn; Luise Davis seconded. Meeting adjourned at 9:24 am.