

New Mexico (ST-7 Report)  
New Mexico State Representative Bradley Carrington  
Friday August 3, 2018 MPLA board meeting

MPLA activity

- article by the NM fellows to Leadership Institute published in July/August NMLA newsletter
- Wichita conference program committee meetings
- submitted articles for MPLA newsletter
- submitted listings for MPLA Jobline

NMLA news

- preliminary conference program <http://tinyurl.com/nmla2018>

attachments:

- extracts from NMLA Newsletter
- minutes of April 13th NMLA Board meeting
- NMLA reports: treasurer, budget, web meeting licensing, newsletter/website, membership, Intellectual Freedom, etc.

**From:** [nmlamembership](#) on behalf of [Carrington, Bradley, DCA](#)  
**To:** [nmlamembership@mailman.nmsu.edu](mailto:nmlamembership@mailman.nmsu.edu)  
**Subject:** [NMLA] please submit conference proposals -- Albuquerque & MPLA Wichita, too  
**Date:** Wednesday, May 30, 2018 3:57:16 PM

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Hello NMLA,  
Hello merry members,

Here's the June/July MPLA newsletter.

<https://mpla.us/documents/newsletter/2018/june-july-2018.pdf>

If you think you'll go to MPLA in Wichita, please submit a presentation proposal. You can give it in Wichita, work out the kinks, then give it again the following week in Albuquerque :)

Submit a presentation for Wichita:

- <http://bit.ly/mplakla>

Submit a presentation for Albuquerque!

- <https://goo.gl/forms/w3y7s6BFyhweMH132>

Bradley Carrington  
MPLA rep  
[new\\_mexico@mpla.us](mailto:new_mexico@mpla.us)

## New Membership Platform

Submitted by Kathleen Dull, NMLA Membership Committee Chair, [membership@nmla.org](mailto:membership@nmla.org)

Greetings from the membership committee. We are excited to announce that we are working with a new membership management platform. This new system will allow you to join and renew easily online through our current website. You can change your membership level if new circumstances apply, update your contact information, join SIGs, and request to join committees. (Committee appointments will be made by the President).

During the transition between systems we have not been sending out renewal notices. Now that the new system is up and running, we'll be sending out renewal notices soon. When you log in to the membership part of the site, the email address we have on file for you is the username. We'll be sending out password reset emails along with the renewal notices.

If you have any questions, including not knowing which email address we have on file, don't hesitate to send us an email: [membership@nmla.org](mailto:membership@nmla.org). If your organization needs a PO, or needs to continue a paper renewal, just let us know.

Many thanks to Robyn, David, Bridget, and the stellar membership committee for all of their work getting the new system online.

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## A Tribute Resolution Honoring the 70th Anniversary of MPLA

**ALA**AmericanLibraryAssociation

**LIBRARIES  
TRANSFORM™**

*Whereas*, libraries are best able to serve communities through sharing and collaboration;

*Whereas*, the Bibliographic Center for Research (BCR) was established in 1935 to provide regional collaborative support for sharing materials but not for sharing services;

*Whereas*, librarians served by BCR recognized the need for shared service support which led to representatives from Colorado, Kansas, Nebraska, North Dakota, South Dakota, Utah and Wyoming to meet in 1947 to design a new regional library association to promote the development of librarians and libraries by providing significant educational and networking opportunities;

*Whereas*, this new organization was established as the Mountain Plains Library Association (MPLA) on August 29, 1948;

*Whereas*, MPLA became a twelve-state organization with the addition of the states of Arizona, Montana, Nevada, New Mexico, and Oklahoma;

*Whereas*, MPLA became formally affiliated with the American Library Association (ALA) in 1958;

*Whereas*, MPLA continues to promote the development of librarians and libraries by providing significant educational and networking opportunities through:

- Hosting Leadership Institutes since April 21, 2001 where library consultant and ALA Past President Maureen Sullivan along with selected mentors help attendees achieve their leadership potential;
- Partnering with the member states to host the MPLA annual conference in conjunction with the State's conference on a rotating basis to connect with all library communities;

## NMLA Membership Update: Apricots, Not Spam

Submitted by Kathleen Dull, NMLA Membership Committee Chair, [membership@nmla.org](mailto:membership@nmla.org)

Greetings from the Membership Committee,

Our new membership platform is up and running. Some of you may have received emails inviting you to renew. Others may have received an email and not recognized the address, so decided not to renew. In case you receive any emails from [nmla@wildapricot.org](mailto:nmla@wildapricot.org) they come from the new platform and are not spam.

We'll be using this system to send out information about upcoming conference and event registrations, as well as membership renewal information. We would not want you to miss out on important information or fun events because the email was re-routed. Adding the address to your address book, contact list, safe list or marking as Not Junk should ensure that you receive messages in the future.

If you'd like to check your membership status for yourself, you can check and renew easily and quickly online using the login button in the top right corner (<https://nmla.wildapricot.org/Join-us>). If you have any questions about your membership, don't hesitate to send us an email: [membership@nmla.org](mailto:membership@nmla.org), or call us at (505)400-7309.



## MPLA Leadership Institute

Submitted by Kathleen Dull & Christopher Schipper

The Mountain Plains Library Association's Leadership Institute is a biennial event that draws library professionals from the twelve member states. It meets at the beautiful YMCA of the Rockies outside of Estes Park, Colorado at the beginning of May. The Institute runs for a week and brings together 30 individuals from all levels and types of libraries, along with four mentors and facilitator Maureen Sullivan. This year, Chris Schipper, Library Director at San Juan College in Farmington, NM, and Kathleen Dull, Adult Services Manager at Rio Rancho Public Library, were selected to represent New Mexico.



MPLA Leadership Institute Cohort

There are a variety of subjects covered, including communication, leading change and transitions, teamwork and project management. There are also topics focused on the individual, including assessing work and leadership styles, determining personal values, visions & missions and guidelines for leadership development. All of these fall under the topic of leadership, which is addressed in a number of ways and from a variety of perspectives.

Prior to the Institute, there is a recommended reading list from Ms. Sullivan. Complementing this is an extensive list of resources generated during the sessions. Fellows, mentors and Ms. Sullivan contribute to the list, making for a rich bibliography that can be used long after the Institute has concluded. In addition to the print and electronic resources, there is a Facebook page for each year's

Continued on page 8

## MPLA Leadership Institute (continued from page 7)

cohort, so participants can stay in touch and share information, providing a community that spans vast geographic distances.

Kathleen would like to thank the New Mexico Library Association and New Mexico Library Foundation for the professional development grants which made attendance possible. There are also grants and reduced Institute rates available from the Mountain Plains Library Association, but eligibility is contingent on two years of membership, so join today.

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## Tribal Connect (continued from page 2)

introduce the bipartisan Tribal Connect Act to make sure funding and resources from the \$4 billion E-Rate program benefit our tribal communities. The Tribal Connect Act will enable more tribal libraries like Santo Domingo's to apply for E-Rate support to spur development of new networks. It will also establish a new pilot program at the FCC that will allow tribes who don't have tribal libraries to provide broadband connectivity at another facility like a chapter house or community center.

We must provide the necessary resources to close the digital divide in Indian Country so all of our children, no matter where they live or go to school, can learn the skills they need to succeed in the 21st century. I will keep working with all of my colleagues to stress the urgency of this issue and build momentum toward passing the Tribal Connect Act into law.

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## Bonds for Libraries

*Submitted by Joe Sabatini, Omar Durant, Bonds for Libraries, [nmbondsforlibraries@gmail.com](mailto:nmbondsforlibraries@gmail.com)*

The Library General Obligation Bond Issue will be presented to the public as G.O. Bond B on the November 6 General Election ballot.

The amount on the ballot is \$12,876,000. This includes \$4 million each for academic, school and public libraries, \$750,000 for tribal libraries and \$126,000 for bonding costs.

Since 2002, New Mexico voters have passed eight statewide bond issues totaling \$90,583,110, helping school, public, academic and tribal libraries to meet increasing demands for materials and electronic services.

NMLA's Bonds for Libraries Special Interest Group has updated its website to provide details for local libraries to inform citizens about the 2018 bond issue.



bondsforlibraries



NMLA Board Meeting  
GoToMeeting Virtual Space  
June 20, 2015  
1:00 – 3:00 pm  
GoToMeeting Web Conference

### **AGENDA**

**Call to order:** 1:11pm

John Sandstrom

**Attendees:** John Sandstrom, Bradley Carrington, Sarah Edwards Obenauf, Bridget O’Leary-Storer, Kevin Comerford, Lynette Schurdevin, Cordelia Hooee, Joe Sabatini, Jose Aranda, Kate Skinner, Kathleen Dull, Robyn Gleasner, [Caller 1, Caller 2, etc.]

**Approval of Agenda:** Motion to approve by Bridget O’Leary-Storer; seconded by Kevin Comerford. Lynette’s reports moved to beginning of meeting due to events at her library.

**Approval of Minutes from April 2018 meeting:** Motion to approve by Kevin Comerford; seconded by Jose Aranda.

#### **Officer Reports:**

**Secretary** (Sarah Edwards Obenauf): Nothing to report; will submit written report to append to the minutes.

**Treasurer** (Bridget O’Leary-Storer): **As far as we know, NMLA is not bonded. Her report includes quotes for bond proposals.** A board vote will be forthcoming so we can decide which proposal to go with. Discussed the proposed budget for FY 19; got clarification on line item for meals for mini-conferences vs. meals for annual conference (mini-conference meals were mislabeled).

**President** (John Sandstrom): Still working on written report. Has been busy working on figuring out where he stands as President and what needs to be done on behalf of NMLA.

**Vice President** (John Sandstrom): See notes under “**President.**”

**State Librarian** (Joy Poole): Joy Poole is not here; no written report submitted.

- **Members-at-Large**

- *Kim Barany* – written report for ASL-SIG submitted by Heather Christensen.
  - Advocacy for School Libraries SIG (see attached report)
  - Bonds for Libraries SIG - SIG renewal form submitted by Omar Durant
- *Jose Aranda* –
  - Assessments & Statistics SIG – Still needs a chair, no updates.

- Digital Collections SIG – Renewal form & report submitted by Kevin Comerford
    - ACRL – Still needs a chair, no updates.
  - *Kate Skinner* – nothing to report for the two SIGs listed below
    - Local & Regional History SIG
    - Technical Services SIG – Per Brad Carrington, no report for this SIG and he will send the renewal form soon.
  - *Cordelia Hooee*
    - Native American Libraries SIG – will be meeting quarterly and include professional development
    - Government Information SIG – no news to report
- **ALA/APA Councilor**
  - *Lynette Schurdevin* -
    - 2 resolutions from ALA: first is cessation of separation of families arriving at US/Mexico border. Motion to approve by Lynette, seconded by Bridget. NMLA board adopted resolution/support of NMLA. Second is to honor the African American librarians who fought against Jim Crow laws/library segregation. Motion to approve by Lynette, seconded by Kevin Comerford. NMLA board adopted resolution/support of NMLA. John expressed thanks to Lynette for stepping in to take over position when Stephanie had to step down with little notice.

#### Representative Reports:

- **AASL Representative** (Sara Cook): No report; Sara not in attendance
- **MPLA Representative** (Bradley Carrington): Joint conference with KLA this fall. Would like to endorse Kathleen Dull for MPLA Secretary. There will be a joint conference between MPLA & NMLA in 2019—board members should take a look at the agreement (sent by Brad on June 12<sup>th</sup> to the board’s Yahoo! Group) and be prepared to vote on it in July.
- **Newsletter Editor** (Robyn Gleasner): Written report submitted; Robyn had to leave early.

#### Committee Reports:

- **Archivist** (Jonna Paden): No report submitted
- **Awards Committee** (Mildred Walters & Sarah Kostelecky): No reports submitted
- **Bylaws Committee** (Cassandra Arnold): No reports submitted



- **Conference Site Selection Committee** (Bradley Carrington): Updated list of upcoming conferences. Still looking for a location for mini conference in April 2019. Annual conference location agreements/contracts signed for 2018-2020.
- **Education** (Kevin J. Comerford): Evaluating Marion Dorroh scholarship applications. No college scholarship or continuing education grant applications. Announcement forthcoming about availability for continuing education grants (applications will be due before annual conference). Members are also interested in more fundraising initiatives for Marion Dorroh scholarship fund, will be discussed at future committee meetings.
- **Intellectual Freedom Committee** (Deirdre Caparoso & Margaret Neill): Written report submitted by Deirdre Caparoso
- **Land of Enchantment** (Rose Flores): No report submitted
- **Legislation Committee** (Joseph Sabatini & Cynthia Shetter): Written report submitted. No other news to report.
- **Membership Committee** (Kathleen Dull): Written report submitted. Question/notification for board: when memberships lapse, there is no way to let the members know that they lose access to the list-serv, etc. It is a lot of work to take members off and then add them back as they renew. If anyone has any thoughts on this, please get in touch with Kathleen. At John's request, the board will discuss this over email.
- **Nomination & Election Committee** (Lynette Schurdevin): Nominating report has been submitted; we do not have a nomination for Vice President/President Elect. If you have any ideas on nominations for that position, please let John and Lynette know so they can do some outreach. Google Doc will be sent out in August so votes can be solicited in September.
- **Program Committee** (Bradley Carrington): Written report submitted. There are 48 slots to fill for NMLA conference in ABQ (doesn't count SIG meetings or pre-conference workshops). A little over 50 proposals have been submitted.
- **Public Relations Committee** (Marian Frear): No report submitted

### **Old Business:**

**NMLA Administrative Assistant plans** (John Sandstrom) – position was announced again, with a June 12<sup>th</sup> deadline. No applications! Will repost (with revised dates) and/or try to find someone who is qualified and willing to take the position.



**Wild Apricot and Membership issues** (Kathleen Dull) – **We are up and running!** Thank you to Bridget for all her hard work.

**GO Bond** (Joe Sabatini) – Joe, Linda O’Connell, and Omar Durant are meeting on 6/21 to review what is on the Bonds for Libraries website, and determine what needs to be updated.

**Web conferencing Services** (John Sandstrom) – John sent out a writeup to the board on what he was able to find. Briefly went over the **specs for different web conferencing platforms** (GoToMeeting, WebEx, Adobe Connect, Skype). Brad will send along more information on Zoom, which is used by MPLA. Board members are asked to take a look at the writeup again, discuss over email, and be prepared to vote on this in July.

**ALA’s Engage Advocacy Tool** – Google “ALA Engage Advocacy Tool” – there are a lot of nice graphics for use

**NMLA comes to You** – John would still like to do this and visit libraries throughout the state. Would like help from Members-At-Large and will be sending out emails. Would also like one, if not two, online/web-based meetings.

### **Annual Conference Planning**

- **CCSW Contract** (John Sandstrom) – needs to be signed. Contract with the convention services group for this year’s conference (Convention Services of the Southwest). Board will need to discuss over email and vote on this later this month so that vendors can make arrangements.
- **Keynote Speaker** (John Sandstrom) – Jim Neal, ALA President (will be former president in October), has agreed to speak.
- **Programming** (Bradley Carrington) – program on engagement outside of NMLA will tentatively be scheduled to immediately follow the keynote. Currently working on scheduling proposals, and alerting presenters.
- **Local Arrangements** (Kelli Murphy) – Kelli, John, and Brad will be meeting next week to discuss local arrangements for the conference.
- **Luncheon** (John Sandstrom) – is there a volunteer who would like to coordinate this luncheon? John’s idea: this could be a President’s Luncheon. If you would like to volunteer, please let John/the board know within the next week.

## **New Business:**

**ALA Resolutions** (Lynette Schurdevin) – ALA resolutions voted on and passed earlier in the meeting.

- Resolution to Honor African Americans Who Fought Library Segregation
- Resolution on Cessation of Family Separations for Refugees

**Strategic Planning** (John Sandstrom) – John will be sending out a call to form an ad hoc strategic planning committee. Would like stakeholders other than board members on this committee. Would also like to get input from conference attendees in October. John would like a new plan in place for 2019. Please let John know if you are interested in participating in this.

**Proposed Budget** (John Sandstrom) – John went over the proposed budget for FY 19. Motion to accept budget as proposed issued by Lynette Schurdevin, seconded by Bridget O’Leary-Storer, approved by board.

**Other business?** – (from earlier in the meeting) New SIG for Public Library Directors; no funding needed. John will appoint this SIG to a member-at-large. Motion to approve this SIG issued by Kevin Comerford, seconded by Bridget O’Leary-Storer, approved by board. Lynette will take care of the necessary paperwork.

**Announcements** – Costume party for opening reception at NMLA Conference. John will also be hosting NMLA happy hour at ALA’s conference hotel in NOLA.

**Adjournment:** Motion to adjourn issued by Bridget O’Leary-Storer, seconded by Kevin Comerford. Adjourned at 3:24pm.

## **Resolution on Cessation of Family Separations for Refugees Arriving at the United States Borders**

Whereas “refugees should not be penalized for their illegal entry or stay,” and not be “charged with immigration or criminal offenses relating to the seeking of asylum, or being arbitrarily detained purely on the basis of seeking asylum,” (UN General Assembly resolution 429(V) of December 14, 1950;

Whereas the US Department of Justice recently announced a coercive “zero tolerance policy” resulting in the traumatic separation of 2,000 children from immigrant parents and the subsequent incarceration of children in secretive detention centers;

Whereas US Department of Homeland Security has responsibility for CBP and ICE enforcement of border security;

Whereas the American Civil Liberties Union is filing a lawsuit against US immigration authorities for separating children from their parents;

Whereas the Department of State has responsibility for implementation of the US Strategy for Central America (Strategy) and while this Strategy supports and complements the Plan of the Alliance for Prosperity (A4P), a joint initiative adopted by the Northern Triangle Governments of El Salvador, Guatemala, and Honduras; and

Whereas the UN Human Rights Office has condemned the US practice of separating children from their parents at the border as “a serious violation of the rights of the child;” now therefore, be it

*Resolved*, that the American Library Association (ALA), on behalf of its members:

1. demands that President Trump honor the US agreement with of the UN General Assembly resolution 429(V) of December 14, 1950 regarding refugees;
2. demands the US Department of Justice immediately discontinue its “zero tolerance policy” and reunite children who have been separated from their families;
3. urges the Secretary of the US Department of Homeland Security, Kirstjen M. Nielsen, to instruct the CBP and ICE to establish a more humane policy for families arriving at our borders who are seeking refugee status;
4. will join an amicus brief in support of the ACLU’s case that opposes the US government’s “zero tolerance policy;”
5. urges the US Congress to dedicate increased resources to the Department of State to provide additional educational and library support to the Northern Triangle countries in

conjunction with the American Library Association and other non-governmental agencies working in those countries; and

6. urges Nikki Haley, United States Ambassador to the United Nations, to correct the U.S. policy on the “rights of the child” and to work within the United Nations guidelines for the treatment of refugees arriving at our borders.

Mover: Mario A. Ascencio, (202) 427-5317

Seconders: Name, Position, Cell Phone #

Name, Position, Cell Phone #

## Resolution to Resolution to Honor African Americans Who Fought Library Segregation

Whereas the system of “Jim Crow” laws and customs officially existed into the 1960s—a century after the official end of slavery in the United States;<sup>1 2</sup>

Whereas virulent racism, disenfranchisement, Black Codes, and racial segregation laws imposed a rigid system of officially sanctioned racial segregation in virtually all areas of life, including access to public libraries;<sup>1 2</sup>

Whereas, despite the work of African American librarians, including but not limited to Clara Stanton Jones, E.J. Josey, Albert P. Marshall and Virginia Lacy Jones, and the allies who stood with them to fight segregation, a large majority of the nation’s library community failed to address the injustices of segregated library services until the 1960s;<sup>3</sup>

Whereas, in many cases the American Library Association participated, both passively and actively, in the disenfranchisement of African American librarians, depriving them of the resources of professional association;

Whereas the American Library Association continued to accept segregated public libraries as members into the 1960s;<sup>3</sup>

Whereas the American Library Association filed no amicus curiae briefs in any of the local, state, and national lawsuits filed in the 1950s and 1960s to desegregate public libraries;<sup>3</sup>

Whereas the nation’s library press reported nothing about the 1939 Alexandria (VA) Public Library sit-in by five young African Americans that took place two months after the American Library Association passed a Library Bill of Rights;<sup>3</sup>

Whereas a sincere and heartfelt apology is an important and necessary first step in the process of reconciliation;

Whereas an apology for decades of injustices cannot erase the past, but a recognition of the wrongs committed and injustices ignored can help the nation’s library community confront the ghosts of its past: Now, therefore, be it

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<sup>1</sup> United States. Cong. House. Apologizing for the Enslavement and Racial Segregation of African-Americans. 110th Cong. 2nd sess. H. Res. 194. (2007-2008). 154 Cong. Rec. H7224. Washington: GPO, 2008.

<sup>2</sup> United States. Cong. Senate. Apologizing for the Enslavement and Racial Segregation of African-Americans. 111th Cong. 1st sess. S. Res. 26. (2009-2010). 155 Cong. Rec. S6761. Washington: GPO, 2009.

<sup>3</sup> Shirley A. Wiegand and Wayne A. Wiegand, *The Desegregation of Public Libraries in the Jim Crow South: Civil Rights and Local Activism*, (Baton Rouge, 2018), LSU Press.

Resolved, That the American Library Association

(1) Acknowledges the fundamental injustice, cruelty, and inhumanity of racially segregated libraries;

(2) Apologizes to African Americans for wrongs committed against them in segregated public libraries;

(3) Commends African Americans who risked their lives to integrate public libraries for their bravery and courage in challenging segregation in public libraries and in forcing public libraries to live up to the rhetoric of their ideals;

(4) Welcomes all African Americans to libraries, recognizing in particular those who were forced to use segregated libraries;

(5) Encourages libraries to defend, in their policies and in their actions, the *ALA Code of Ethics* principle 1 – “We provide the highest level of service to all library users through appropriate and usefully organized resources; equitable access; and accurate, unbiased, and courteous responses to all requests;”<sup>4</sup>

(6) Will review policy documents and internal procedures to ensure Equity, Diversity, and Inclusion (EDI) principles are reflected throughout, and;

(7) And be it further resolved that this resolution be printed in full in American Libraries and publicize widely via all media channels.

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<sup>4</sup> Code of Ethics of the American Library Association.

# New Mexico Library Association

## QUARTERLY STATEMENT OF ACTIVITY SUMMARY

July 1, 2017 - June 14, 2018

	JUL - SEP, 2017	OCT - DEC, 2017	JAN - MAR, 2018	APR 1 - JUN 14, 2018	TOTAL
<b>Revenue</b>					
Advertising	75.00				\$75.00
Annual Conference					\$0.00
Exhibitors	15,800.00	1,250.00		450.00	\$17,500.00
Meals	1,925.00	1,490.00	690.00		\$4,105.00
Pre-Conference Registration	500.00	25.00	150.00		\$675.00
Program Ad	1,150.00	50.00			\$1,200.00
Registration	13,210.00	8,045.00	4,085.00		\$25,340.00
Sponsors	1,300.00	200.00	50.00		\$1,550.00
<b>Total Annual Conference</b>	<b>33,885.00</b>	<b>11,060.00</b>	<b>4,975.00</b>	<b>450.00</b>	<b>\$50,370.00</b>
Bank Interest	0.60	0.42	0.39	0.27	\$1.68
Donation					\$0.00
Clovis-Carver Library Pass-Thru Donation	3,560.00	100.00			\$3,660.00
Marion Dorroh Donation	86.00	368.00			\$454.00
NMLA General Fund Donation	31.00	22.00			\$53.00
NMLF Pass-Thru Donation	21.00	102.00			\$123.00
<b>Total Donation</b>	<b>3,698.00</b>	<b>592.00</b>			<b>\$4,290.00</b>
Dues	3,505.00	3,380.00	490.00		\$7,375.00
Fundraising					\$0.00
Amazon Smile	18.11	27.82			\$45.93
PayPal	0.27				\$0.27
<b>Total Fundraising</b>	<b>18.38</b>	<b>27.82</b>			<b>\$46.20</b>
Sales				900.00	\$900.00
Sales of Product Revenue	75.00	8,074.25	2,081.68	5,740.34	\$15,971.27
Shirts		30.00			\$30.00
SIG - Bonds for Libraries	36.62	2.00			\$38.62
Uncategorized Revenue			130.83	56.51	\$187.34
<b>Total Revenue</b>	<b>\$41,293.60</b>	<b>\$23,166.49</b>	<b>\$7,677.90</b>	<b>\$7,147.12</b>	<b>\$79,285.11</b>
<b>GROSS PROFIT</b>	<b>\$41,293.60</b>	<b>\$23,166.49</b>	<b>\$7,677.90</b>	<b>\$7,147.12</b>	<b>\$79,285.11</b>
<b>Expenditures</b>					
Administrative		3,119.67		839.60	\$3,959.27
Administrative Contractor					\$0.00
Dues{304}	25.00				\$25.00
Services of Contractor	833.32	1,249.98			\$2,083.30
<b>Total Administrative Contractor</b>	<b>858.32</b>	<b>1,249.98</b>			<b>\$2,108.30</b>
Postage & Bulk Mail		38.49			\$38.49
Treasurer					\$0.00
Bank Charges		0.22	15.48	12.38	\$28.08
Credit Card Fees	463.07	1,239.83	871.20	226.43	\$2,800.53
Filing Fee	10.00		10.00		\$20.00
Insurance, Bond	750.00				\$750.00



	JUL - SEP, 2017	OCT - DEC, 2017	JAN - MAR, 2018	APR 1 - JUN 14, 2018	TOTAL
Paypal Fees	124.14	24.88			\$149.02
Software	50.00				\$50.00
<b>Total Treasurer</b>	<b>1,397.21</b>	<b>1,264.93</b>	<b>896.68</b>	<b>238.81</b>	<b>\$3,797.63</b>
Website Fees	709.24	95.94			\$805.18
<b>Total Administrative</b>	<b>2,964.77</b>	<b>5,769.01</b>	<b>896.68</b>	<b>1,078.41</b>	<b>\$10,708.87</b>
Clovis Carver Pass Thru Committees		3,660.00			\$3,660.00
Awards					\$0.00
Awards/Engraving		570.00			\$570.00
<b>Total Awards</b>		<b>570.00</b>			<b>\$570.00</b>
Education					\$0.00
Continuing Ed Grants	200.00				\$200.00
<b>Total Education</b>	<b>200.00</b>				<b>\$200.00</b>
Legislation					\$0.00
Lobbyist			1,075.00		\$1,075.00
<b>Total Legislation</b>			<b>1,075.00</b>		<b>\$1,075.00</b>
Public Relations					\$0.00
Newsletter Editor Fee	100.00	100.00			\$200.00
Newsletter Production	36.68	36.68		129.93	\$203.29
<b>Total Public Relations</b>	<b>136.68</b>	<b>136.68</b>		<b>129.93</b>	<b>\$403.29</b>
<b>Total Committees</b>	<b>336.68</b>	<b>706.68</b>	<b>1,075.00</b>	<b>129.93</b>	<b>\$2,248.29</b>
Conference					\$0.00
Design & Printing		1,408.40			\$1,408.40
Lanyards & Name Tags		120.48			\$120.48
Ribbons	46.50				\$46.50
Speakers' Fees & Expenses			1,370.63		\$1,370.63
Supplies		8.82			\$8.82
<b>Total Conference</b>	<b>46.50</b>	<b>1,537.70</b>	<b>1,370.63</b>		<b>\$2,954.83</b>
Mini-Conference Expenses					\$0.00
Meals			29,464.87	100.00	\$29,564.87
<b>Total Mini-Conference Expenses</b>			<b>29,464.87</b>	<b>100.00</b>	<b>\$29,564.87</b>
Special Interest Groups					\$0.00
Advocacy for School Libraries					\$0.00
Internet		618.14			\$618.14
Training Workshops	200.00				\$200.00
<b>Total Advocacy for School Libraries</b>	<b>200.00</b>	<b>618.14</b>			<b>\$818.14</b>
<b>Total Special Interest Groups</b>	<b>200.00</b>	<b>618.14</b>			<b>\$818.14</b>
Uncategorized Expenditure			210.00	6.00	\$216.00
<b>Total Expenditures</b>	<b>\$3,547.95</b>	<b>\$12,291.53</b>	<b>\$33,017.18</b>	<b>\$1,314.34</b>	<b>\$50,171.00</b>
NET OPERATING REVENUE	<b>\$37,745.65</b>	<b>\$10,874.96</b>	<b>\$ -25,339.28</b>	<b>\$5,832.78</b>	<b>\$29,114.11</b>
NET REVENUE	<b>\$37,745.65</b>	<b>\$10,874.96</b>	<b>\$ -25,339.28</b>	<b>\$5,832.78</b>	<b>\$29,114.11</b>

# NMLA draft FY19 budget

## Ordinary Income/Expense

	FY 18 Budget	YTD 3rd Q	FY 18 Remaining	FY 19 Proposed
<b>Income</b>				
Advertising	\$600.00	\$75.00	(\$525.00)	\$300.00
Annual Conference	\$35,850.00	\$50,370.00	\$14,520.00	\$40,000.00
Bank Interest	\$0.00	\$1.68	\$1.68	\$0.00
Dues	\$15,000.00	\$7,375.00	(\$7,625.00)	\$15,000.00
Marion Dorroh Donation	\$600.00	\$454.00	(\$146.00)	\$600.00
Mini Conference	\$6,000.00	\$0.00	(\$6,000.00)	\$6,000.00
NMLA General Fund Donaation	\$500.00	\$53.00	(\$447.00)	\$150.00
Fundraising*	\$50.00	\$3,829.20	\$3,779.20	\$50.00
Sales	\$0.00	\$900.00	\$900.00	\$0.00
Sales of product revenue	\$0.00	\$15,971.27	\$15,971.27	\$10,000.00
shrts	\$0.00	\$30.00	\$30.00	\$0.00
Sig- Bonds for libraries	\$0.00	\$38.62	\$38.62	\$0.00
uncatagorized	\$0.00	\$187.34	\$187.34	\$0.00
<b>Total Income</b>	<b>\$58,600.00</b>	<b>\$79,285.11</b>	<b>\$20,685.11</b>	<b>\$72,100.00</b>
<b>Gross Profit</b>	<b>\$58,600.00</b>	<b>\$79,285.11</b>	<b>\$20,685.11</b>	<b>\$72,100.00</b>

## Expenses

### Administrative

Admin Contractor	\$5,000.00	\$2,083.00	\$2,917.00	\$5,000.00
Admin Asst. - Expenses	\$500.00	\$0.00	\$500.00	\$500.00
Travel	\$250.00	\$0.00	\$250.00	\$250.00
Dues	\$175.00	\$25.00	\$150.00	\$175.00
Phone	\$10.00	\$0.00	\$10.00	\$10.00
Fax	\$80.00	\$0.00	\$80.00	\$80.00
<b>Total Admin Contractor</b>	<b>\$6,015.00</b>	<b>\$2,108.00</b>	<b>\$3,907.00</b>	<b>\$6,015.00</b>
Postage	\$200.00	\$38.49	\$161.51	\$150.00
President				
ALA-Travel	\$1,500.00	\$0.00	\$1,500.00	\$1,500.00
<b>Total President</b>	<b>\$1,500.00</b>	<b>\$0.00</b>	<b>\$1,500.00</b>	<b>\$1,500.00</b>
Treasurer				
Accountant	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00
Bank Charges	\$3,000.00	\$28.08	\$2,971.92	\$2,000.00
CC Fees	\$600.00	\$2,800.53	(\$2,200.53)	\$3,000.00
Filing Fee	\$10.00	\$20.00	(\$10.00)	\$20.00
Insurance/Bond	\$1,000.00	\$750.00	\$250.00	\$1,000.00
Miscellaneous	\$200.00	\$0.00	\$200.00	\$200.00
Paypal Fees	\$200.00	\$149.02	\$50.98	\$200.00
Software	\$200.00	\$50.00	\$150.00	\$100.00
Supplies	\$200.00	\$0.00	\$200.00	\$200.00
<b>Total Treasurer</b>	<b>\$6,410.00</b>	<b>\$3,797.63</b>	<b>\$2,612.37</b>	<b>\$7,720.00</b>
Website Fees	\$200.00	\$805.18	(\$605.18)	\$850.00
Software (Non-treasurer)				
Wild Apricot				\$500.00
Video Conferencing				\$600.00
<b>Total software</b>				<b>\$1,100.00</b>
<b>Total Admin</b>	<b>\$14,325.00</b>	<b>\$10,708.87</b>	<b>\$3,616.13</b>	<b>\$17,335.00</b>
Annual Conference	\$31,202.00	\$32,519.70	(\$1,317.70)	\$35,000.00
Committees				
Awards				
Awards/engraving	\$400.00	\$570.00	(\$170.00)	\$600.00
<b>Total Awards</b>	<b>\$400.00</b>	<b>\$570.00</b>	<b>(\$170.00)</b>	<b>\$600.00</b>

	Education					
		College Scholarships	\$500.00	\$0.00	\$500.00	\$500.00
		Continuing Ed Grants	\$600.00	\$200.00	\$400.00	\$600.00
		Marion Dorroh Scholarship	\$2,000.00	\$0.00	\$2,000.00	\$2,000.00
	Total Education		\$3,100.00	\$200.00	\$2,900.00	\$3,100.00
	Intellectual Freedom					
		FtR membership	\$100.00	\$0.00	\$100.00	\$100.00
	Total IF		\$100.00	\$0.00	\$100.00	\$100.00
	Land of Enchantment		\$600.00	\$0.00	\$600.00	\$600.00
	Legislation		\$2,180.00	\$1,075.00	\$1,105.00	\$2,180.00
	Membership		\$50.00	\$0.00	\$50.00	\$50.00
	Nominations & Elections		\$150.00	\$0.00	\$150.00	\$150.00
	Public relations					
		Newsletter Editor fee	\$600.00	\$200.00	\$400.00	\$600.00
		Newsletter production	\$200.00	\$23.29	\$176.71	\$200.00
	Total Public Relations		\$800.00	\$223.29	\$576.71	\$800.00
Total Committees			\$7,380.00	\$2,248.29	\$5,131.71	\$7,580.00
Mini Conference			\$6,000.00	\$0.00	\$6,000.00	\$6,000.00
Representative						
	ALA Councelor		\$1,500.00	\$0.00	\$1,500.00	\$1,500.00
	MPLA Dues		\$100.00	\$0.00	\$100.00	\$100.00
Total Reps			\$1,600.00	\$0.00	\$1,600.00	\$1,600.00
SIGs						
	Academic		\$100.00	\$0.00	\$100.00	\$0.00
	Advocacy for School Lib		\$1,700.00	\$818.14	\$881.86	\$1,700.00
	Assessment and Stats		\$30.00	\$0.00	\$30.00	\$0.00
	Bonds for Libraries		\$1,050.00	(\$38.62)	\$1,088.62	\$2,050.00
	Digital Collections		\$0.00	\$0.00	\$0.00	\$0.00
	Gov Info & Docs		\$0.00	\$0.00	\$0.00	\$0.00
	Local regional History		\$25.00	\$0.00	\$25.00	\$0.00
	Native American Libraries		\$100.00	\$0.00	\$100.00	\$100.00
	Tech. Serv.		\$0.00	\$0.00	\$0.00	\$0.00
Total SIGs			\$3,005.00	\$779.52	\$2,225.48	\$3,850.00
uncat expenses			\$0.00	\$216.00	\$216.00	\$0.00
Pass through donations						
	Clovis-Carver PL		\$0.00	\$3,660.00	\$3,660.00	\$0.00
	nmlf		\$0.00	\$123.00	\$123.00	\$0.00
Total Pass Trough			\$0.00	\$3,783.00	\$3,783.00	\$0.00
Total Expenses			\$63,512.00	\$53,954.00	\$9,558.00	\$71,365.00
Net Operating Income			(\$4,912.50)	\$25,331.11	\$30,243.61	\$735.00
Net Income			(\$4,912.50)	\$25,331.11	\$30,243.61	\$735.00

1029.5



NBP018U0030

Quote is valid until 7/31/2018

Re: **New Mexico Library Association \*\*\*SEE NOTES/BP124\*\*\***

To: **Christina Gomez**

From: Brandy Zuniga

bmzuniga@burns-wilcox.com / (480) 296-7100

Please bind effective: \_\_\_\_\_

Confirm optional coverages:

- Do not include any optional coverages.
  - Include the following optional coverages from Section VI  
(Taxes & Fees may apply to optional premium if purchased)
    - Option 1 - (add: \$55.00) - Equipment Breakdown
    - Option 2 - (subtract: \$124.00) - Directors And Officers Shared Limits
    - Option 3 - (add: \$100.00) - Fiduciary Liability - Non-Profit Directors & Officers
    - Option 4 - (subtract: \$143.00) - Defense Within the Limits
    - Option 5 - (add: \*\$100.00) - Terrorism Coverage
- \*See Terrorism Section for Exact Pricing and Terms

This policy is eligible to be Direct Billed.  
Note: a \$5.00 installment fee will apply to each installment after the first - please select one of the following:

- Direct Bill both this New Business and future Renewals**  
(If checked - Select a Payment Plan):
  - SINGLE PAYMENT
  - FOUR PAYMENTS - Premium must be over \$1,000

**See the last page of this quote for Payment Plan Descriptions**

- Do not Direct Bill this New Business but do Direct Bill future Renewals**
- Do not Direct Bill this policy**

**NOTE: If the Direct Bill Option is selected, the Company will invoice the insured. Do not bill or collect the down payment. All taxes, surcharges and fees (except installment fees) will be billed in full with the first installment.**

Signature: \_\_\_\_\_

**I. PREMIUM AND UNDERWRITING NOTES/REQUIREMENTS**

<b>BUSINESSOWNERS POLICY INFORMATION</b>	
Carrier:	United States Liability Insurance Company
Status:	Admitted
A.M. Best Rating:	A++ (Superior) - X
<b>COVERAGE PART</b>	<b>PREMIUM</b>
Businessowners	\$1,574.00
Management Liability Coverages	\$956.00
<b>TOTAL PREMIUM DUE TO CARRIER</b>	<b>\$2,530.00</b>
<b>ADDITIONAL COSTS</b>	
Wholesaler Broker Fee	\$0.00

Please contact us with any questions regarding the terminology used or the coverages provided.

\*\*Read the quote carefully, it may not match the coverages requested\*\*

**Underwriting Notes:**

- Please contact us if you would like a quote for Special Events.
- If any location is fully protected by an operational sprinkler system covering 100% of the premises, please let us know.
- Additional credit may be available if the building is less than 16 years old or has a pitched roof that is 5 years old or less. Please provide the year the building was built and the roof age and construction type (flat, shingle, wood shake, metal, tile, slate, other).
- \*\*\*\*Note that events have not been included in this quote. The premium could increase if events are added. \*\*\*\* They can be either SCHEDULED OR BLANKETED:
- To SCHEDULE events, we need the following: Dates of events, event descriptions, duration, number of attendees per day and if liquor coverage is needed. \*\*Pricing note- the first 3 one day events with no liquor exposure that are under 100 attendees (or spectators, for sporting events) can be added for no additional charge. Though there is no charge, they will still need to be scheduled to be covered.\*\* If event dates are not known at this time, we can consider adding them via endorsement at a later date.
- To provide BLANKET EVENT COVERAGE, we need the following: Please provide the number of events, maximum attendance and a brief description of the events. Note that this provides general liability coverage only, so liquor coverage must still be scheduled if needed. \*\*Note that we have two blanket options: one that provides coverage for events with up to 1,000 attendees/spectators per event and a second option that entertains up to 2,500 attendees/spectators per event.\*\*

**Prior to Bind Requirements: this account is subject to the following:**

**Underwriter receipt, review and acceptance of the fully completed application. We may modify the terms and/or premiums quoted or rescind this quote if the information provided in the completed application is different from the original submission or there is a significant change in the risk from the date it was quoted.**

- Please provide a physical location (coverage will not be limited to the premises.)

**The questions listed below are part of the application. Responses are not needed if the completed and signed application specified below is submitted at the time of binding.**

**"x" indicates Prior to Bind requirement for Coverage Part**

**Liab = Liability; Prop = Property; Liq = Liquor; Cr = Crime; IM = Inland Marine;  
Prof = Directors and Officers and/or Employment Practices Liability as quoted**

Prof	Liab	Eligibility Question (applies to all locations)	Response
x		Is the fully completed Specialty Non Profit Package Application, SNPP, included with the bind request? *Application must be dated no more than 45 days prior to the effective date of coverage and signed by one of the following: officer, member of the board of directors, managing member or executive director with authority to bind Applicant to the representations therein	<input type="checkbox"/> Yes <input type="checkbox"/> No
	x	Is the organization operating as a labor union or involved in labor negotiations?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Please contact us with any questions regarding the terminology used or the coverages provided.

\*\*Read the quote carefully, it may not match the coverages requested\*\*

**II. COVERED LOCATION(S) AND CORRESPONDING CLASSIFICATIONS**

Location #1 - P.o. Box 26074, Albuquerque, NM 87102

Construction: Frame / Protection Class: 1

**Property Coverage**

Perils: Special

Coverage	Limit	Deductible	Valuation	Rate	Premium
Business Personal Property	\$5,000	\$1,000	Replacement Cost		Included
Business Income and Extra Expense	\$29,300	N/A	Not Applicable		Included

Property Coverage Premium for Location #1: \$50 MP

**Coverages automatically provided by Businessowners coverage form**

Business Personal Property - automatic increase	25% during peak season	Business Personal Property at newly acquired locations	\$100,000
Business Personal Property not at premises	\$10,000	Outdoor Property (including trees, shrubs, and plants)	\$500 per tree/shrub/plant - \$2,500 total limit
Exterior Building Glass	Up to Business Personal Property	Signs attached to the Building	\$1,000
Increased Cost of Construction	\$10,000 - Only when Building coverage with Replacement Cost is provided	Valuable Papers & Records	\$10,000 (\$5,000 not at premises)
Accounts Receivable	\$10,000 (\$5,000 not at premises)	Personal Effects	\$2,500
Forgery and Alteration	\$2,500	Money Orders and Counterfeit Paper Currency	\$1,000
Fire Department Service Charge	\$1,000		

**Warranted Property Conditions**

- All electric is on functioning and operational circuit breakers [P-6]
- Functioning and operational smoke/heat detectors in all units or occupancies [P-5]

**Liability Coverage**

Description	Fire Code	Class Code	Basis	Exposure	Prod/CompOps Rate	All Other Rate	Prod/CompOps Premium	All Other Premium
Professional and Trade Associations - no buildings or premises owned or leased except as offices - Not-For-Profit only	0757	46882	Member	530 Per Member	0.000	2.686	\$0	\$1,424
Blanket Additional Insured - Non-Profit Package		49950	Flat	1 Flat	0.000	100.000	\$0	\$100

Liability Coverage Premium for Location #1: \$1,524

**Management Liability Coverages**

Description	Retention (each claim)	Premium
Directors and Officers Liability	\$0	\$800
Employment Practices Liability	\$0	\$156

Management Liability Coverages Premium for Location #1: \$956

Total for Location: \$2,530

Please contact us with any questions regarding the terminology used or the coverages provided.

\*\*Read the quote carefully, it may not match the coverages requested\*\*

**III. LIABILITY LIMITS OF INSURANCE**

**BUSINESSOWNERS GENERAL LIABILITY**

Liability and Medical Expense	\$100,000
Medical Expense (Any One Person)	\$5,000
Damage To Premises Rented to You	\$100,000
General Aggregate	\$200,000
General Liability Deductible	\$0

**DIRECTORS & OFFICERS LIABILITY**

Claims Made Limit	\$1,000,000
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**EMPLOYMENT PRACTICES LIABILITY**

Claims Made Limit	\$1,000,000
<b>Optional Additional Limit- Must be less than or equal to D&amp;O limit.</b>	

**IV. REQUIRED FORMS & ENDORSEMENTS**

**Non Profit Management Liability Endorsements**

DO-100	(05/17) Directors and Officers Coverage Part	DO-290	(05/17) Fair Labor Standards Act Endorsement - Defense Costs and Indemnity Coverage
DO-101	(05/17) Employment Practices Coverage Part	DO-GTC	(05/17) General Terms and Conditions
DO-283	(05/17) Data and Security Plus Endorsement	SNPP	(04/08) Specialty Non Profit Package Application

**Common Endorsements**

BP0003	(01/10) Businessowners Coverage Form	BP-201	(09/16) Coverage Extension - Education Services
BP0109	(01/06) New Mexico Changes	BP-40	(03/11) Molestation Or Abuse Exclusion
BP0129	(07/02) New Mexico Changes - Property Claims Settlement In The Event Of A Catastrophe	BP-48	(05/16) Exclusion – Asbestos, Lead Contamination, Absolute Pollution, Mold, Fungus, Bacteria, Virus And Organic Pathogen
BP0417	(01/10) Employment-Related Practices Exclusion	BP-49	(01/13) Absolute Exclusion For Pollution, Organic Pathogen, Silica, Asbestos And Lead
BP0419	(01/06) Amendment - Liquor Liability Exclusion - Exception For Scheduled Activities	BP-58	(05/07) Animal Exclusion
BP-102	(01/15) Exclusion Of War, Military Action And Terrorism	BP-59	(02/13) Exclusion - Athletic Activity Or Sport Participants
BP-11	(05/04) Exclusion - Fiduciary Liability and Financial Services	BP-60	(05/07) Exclusion For Bleacher Collapse
BP-115	(07/08) Protective Devices Or Services Provisions	BP-65	(05/07) Exclusion For Mechanical Rides
BP-124	(07/08) Event Limitation Endorsement	BP-88	(04/06) Expanded Definition of Bodily Injury
BP-145 NPP	(06/10) Blanket Additional Insured Endorsement	BP-90	(11/10) Amended Definition
BP-15	(07/04) Business Income and Extra Expense Limit	BP-95	(05/07) Exclusion For Climbing, Rebounding And Interactive Games And Devices
BP1505	(05/14) Exclusion - Access Or Disclosure Of Confidential Or Personal Information And Data -Related Liability - Limited Bodily Injury Exception Not Included	BP-96	(05/07) Exclusion For Firearms, Fireworks And Other Pyrotechnic Devices
BP-152	(01/13) Separation of Insureds Clarification Endorsement	BP-97	(05/07) Exclusion For Event Vendor/Exhibitor & Contractor
BP-168	(11/11) Exclusion - Injury To Performers Or Entertainers	NPP Jacket	(09/10) Non Profit Package Policy Jacket
BP-179	(10/12) Amendment of Liquor Liability Exclusion	TRIADN	(02/15) Policyholder Disclosure Notice of Terrorism Insurance Coverage
BP-193	(08/14) Limits Of Insurance Under Multiple Coverage Parts		

Please contact us with any questions regarding the terminology used or the coverages provided.

**\*\*Read the quote carefully, it may not match the coverages requested\*\***



**V. OFFER OF OPTIONAL COVERAGE(S)**

Based on the information provided, the following additional coverages are available to this applicant but are not currently included in the quotation. The additional premium may be subject to taxes & fees. For a firm final amount please contact us and we will revise the quote.

Coverage	Additional Premium
Option 1 Equipment Breakdown	\$55.00

**Important Information**

- Addresses potential gaps in coverage by providing coverage for
  - Mechanical Breakdown, Electrical Arcing                      ■ \$250,000 limit for Refrigeration Contamination
  - Loss or damage to hot water boilers & steam equipment                      ■ \$250,000 limit for Perishable Goods Spoilage
  - Steam explosion of boilers, piping, engines & turbines
- If this coverage is purchased, add BP-47 Equipment Breakdown
- Includes free jurisdictional inspections (as required by law or regulation)

Coverage	Subtract Premium
Option 2 Directors And Officers Shared Limits	\$124.00

**Important Information**

- The premium noted will be subtracted from the Management Liability Coverage premium indicated on the quote.
- The NDO Shared Limits Coverage provides the following for a lower premium:
  - o Combined aggregate limit for D&O and EPL and/or Fiduciary Liability, if purchased the form DO-280 - Shared Aggregate Limit will be added to the Professional Liability coverage.

Coverage	Additional Premium
Option 3 Fiduciary Liability - Non-Profit Directors & Officers	\$100.00

**Important Information**

- If purchased, the DO-256 Fiduciary Liability Coverage Endorsement will be added which coincides with the D&O Limits up to \$1 million with defense inside that limit.

Coverage	Subtract Premium
Option 4 Defense Within the Limits	\$143.00

**Important Information**

- If Defense within the Limits is selected, DO-281 Defense Within Limits endorsement will be added.
- Moves defense costs to within the limits of liability for a discounted price.

Coverage	Additional Premium
Option 5 Terrorism Coverage	\$100.00

**Important Information**

- Terrorism coverage, per the Terrorism Risk Insurance Program Reauthorization Act of 2015, is available for an additional premium of \$100 or 5.00% of the total applicable premium, whichever is greater. If not purchased, please provide the signed TRIADN Disclosure Notice or add form NTE - Notice of Terrorism Exclusion. When making your decision to purchase Terrorism Coverage, please be aware that coverage for "insured losses" as defined by the Act is subject to the coverage terms, conditions, amount, and limits in this policy applicable to losses arising from events other than acts of terrorism.
- The Terrorism premium shown above has been calculated as a percentage of the quoted coverages. If any coverages are added or removed at binding, the additional premium shown above is subject to change.
- This coverage cannot be added mid-term.

**VI. DIRECT BILL PAYMENT PLAN DESCRIPTIONS**

**One Year Payment Plan Descriptions:**

SINGLE PAYMENT - The entire premium is invoiced immediately and is due 20 days after it is invoiced.

FOUR PAYMENTS - 40% of the premium is invoiced immediately and is due 20 days after it is invoiced; three equal installments of 20% are invoiced at 120 days, 180 days and 240 days after inception.

An installment fee as noted on page 1 of this quote applies to each installment after the first.

Please contact us with any questions regarding the terminology used or the coverages provided.

**\*\*Read the quote carefully, it may not match the coverages requested\*\***

## National Surety & Fidelity Office New Business Quotation



May 30, 2018

To:	From:	Sara DiFiore
Agency: HUB INTERNATIONAL INS SVCS INC	Department:	National Surety & Fidelity Office
Address: 7770 JEFFERSON NE SUITE 101	Address:	P.O. Box 958461
City/State: ALBUQUERQUE, NM 87109	City/State:	Lake Mary, FL 32795
E-Mail:	E-Mail:	Crime-ERISA@thehartford.com
Phone: 505-828-4000	Phone:	888-656-0817

*Please read this document carefully.*

*This temporary and conditional quote of insurance contains time sensitive requirements to bind coverage.*

First Named Insured: New Mexico Library Association  
 Physical Address: PO Box 26074, Albuquerque, NM 87125  
 Proposed Policy Period: May 23, 2018 to May 23, 2021  
 Policy Form: The Hartford CrimeSHIELD Advanced Policy - 34BDDHX5243  
 Insuring Company: Hartford Fire Insurance Company  
 Payment Terms: THREE YEARS PREPAID  
 Commission: 20.0%

*Commission percentages shown are for direct commission only and do not include any applicable contingent commission or other forms of compensation.*

We appreciate this opportunity to work with you regarding the above captioned Insured. We are pleased to provide you with the following temporary and conditional quote for insurance on behalf of Hartford Fire Insurance Company:

Option 1	CrimeSHIELD Advanced Insuring Agreements	Limit of Insurance	Deductible	Premium
	1. Employee Theft	\$250,000	\$2,500	\$293
	2. Employee Theft - Client Premises			
	3. Computer and Funds Transfer Fraud	\$50,000	\$500	\$61
	4. Inside the Premises - <i>Money, Securities and Other Property</i>	\$25,000	\$500	\$44
	5. Outside the Premises - <i>Money, Securities and Other Property</i>			
	6. Depositors Forgery or Alteration	\$25,000	\$500	\$16
	7. Credit, Debit or Charge Card Forgery			
	8. Money Orders & Counterfeit Currency	\$50,000	\$0	
	9. Investigative Expenses			
	10. Computer Systems Restoration Expenses			
	11. Identity Recovery Expenses Reimbursement			
	Deception Fraud	\$15,000	\$5,000	N/A
	Virtual Currency	\$15,000	\$5,000	N/A
		<b>Annual</b>		<b>Three-Year Prepaid</b>
<b>Premium:*</b>		<b>\$414</b>		<b>\$1,118</b>

\* Statutory taxes, fees and/or guarantee fund taxes and other applicable state specific premium surcharges are separate and in addition to the indicated premium.

### ENDORSEMENTS, EXCLUSIONS AND LIMITATIONS

Form Number	Form Name
CA 00 H032 00 0909	ERISASHIELD AMEND GENERAL CONDITION J. - EMPLOYEE BENEFIT PLANS
CA 00 H094 01 1112	AMENDMENT FOR GOVERNMENTAL ENTITIES INCLUDES COVERAGE FOR BONDED EMPLOYEES, TREASURERS AND TAX COLLECTORS EXCESS OF ANY SURETY BOND
625V2	INVOICE
RN 00 U001 00 0593	IN WITNESS (Hartford Fire Insurance Co.)
HG 00 H129 00 1016	OFAC Notice to Policyholders
CA 00 H003 00 0909	CRIMESHIELD ADVANCED POLICY

HR 30 H023 01 0607	NOTICE TO NEW MEXICO INSURED
CA 30 H005 00 0909	NEW MEXICO CANCELLATION AND NONRENEWAL ENDORSEMENT
CA 00 H010 00 0909	RETROACTIVE DATE ENDORSEMENT LOSS SUSTAINED COVERAGE
CA 00 H156 00 1014	INCLUDE COVERAGE FOR VIRTUAL CURRENCY - SUBLIMITED
CA 00 H148 00 0214	Amend Theft Definition - General Condition J. - Employee Benefit Plans
HR 00 H093 00 0207	PRODUCER COMPENSATION NOTICE
CA 00 H002 00 0909	CRIMESHIELD ADVANCED POLICY DECLARATIONS

*Note: Endorsement titles are used for ease of reference only. If you have questions regarding the scope of the above endorsements, please request a specimen copy using the corresponding form number above.*

This quote is subject to the Underwriter's receipt, review, and acceptance of the following **prior to binding** :

#### SUBJECTIVITIES

1. This quote is non-binding since the submitted 1step info demonstrated that the same person who handles monthly reconciliation also has authority to handle bank deposits and sign checks. Unless the reconciler is the owner and the owner receives the bank statements directly without any intervention, then the banking duties need to be properly segregated as our minimum underwriting requirement is full separation of all banking duties.
2. To proceed we will first require a letter on company letterhead, signed by an authorized person (not the reconciler) advising the following: "Any employee who is authorized to handle the bank reconciliations does not have authority nor access to sign checks, handle deposits/ withdrawals nor has access to check signing plates, machines, facsimiles, stock, printing materials, etc."
3. Also this is subject to favorable review of our Hartford app
4. Please be advised our minimum deductible is 1%.
5. The application submitted indicates that countersignature is not required for checks written. Please provide details of an alternative control in place to prevent fraud in lieu of requiring a countersignature. What position signs checks? Who must approve?

This group of subjectivities is required prior to binding, and in the event that they are not received, reviewed and accepted, The Hartford fully reserves its rights to amend the Policy. This quote is valid for 30 days from May 30, 2018.

*This is a temporary and conditional quote and is conditioned upon the Underwriter's receipt, review and acceptance of the additional information specified above under Subjectivities. If any such information is not received, reviewed and accepted by The Hartford, then we will take any and all actions appropriate and allowed under state law, including but not limited to voiding ab initio and/or cancelling this temporary and conditional quote and any binder issued pursuant thereto. Please be aware that if prior to the effective date of binding coverage, there is: a) any material change in the information requested by and/or submitted to The Hartford, or b) any material change in the hazard or risk contemplated in this quotation, the applicant must advise The Hartford immediately and prior to the effective date of the policy period. The Hartford fully reserves its rights with respect to the acceptance or denial of this risk in the event of any of the above. Additionally, please be aware that if prior to the effective date of binding coverage, there is any claim made against any Insured or any notice of potential claim, occurrence, circumstance or wrongful active given under the expiring policy (if applicable), then we will take any and all action appropriate and allowed under state law, including but not limited to voiding ab initio and/or cancelling this temporary and conditional quote and binder issued pursuant thereto.*

## **NMLA Membership Committee Report June 18, 2018**

Prepared by Kathleen Dull, Membership Chair, [membership@nmla.org](mailto:membership@nmla.org)

### **Summary:**

- **Current Member Count: 461**, up from 442 in April

### **Progress:**

- Wild Apricot is up and running.
- The first renewal notices went out on May 31. At that time, there had been 4 new members in the previous 30 days. We had 448 active members, 221 needed to renew.
- We sent an email to those needing to renew, explaining that they would be receiving an email inviting them to renew their membership and the steps for renewal.
- During the past 30 days, 33 people have joined or renewed. There are still 200 people whose renewal is overdue. Apparently, most people join or renew around the time of the conferences, so we expect to see an increase in the fall.

### **Pending items:**

- Increase renewals amongst lapsed members.
- Focus on increasing membership amongst 3 target audiences, starting with Library School Students
- Increasing membership amongst library school students





# NMLA MEMBERSHIP RENEWAL

We've changed to a new platform and you might be getting a renewal email.

## NMLA.ORG

Joining and renewing will be done through our website.



## LOGIN TO RENEW

To renew, click the Login button in the top right corner

Your login information is the email address we have on file.

If you would like it changed, please email us at: [membership@nmla.org](mailto:membership@nmla.org)

## PASSWORD

You will get an email with a new password, or you can also use the "forgot password" button to reset



## LEVELS & COMMITTEES

You can change your membership level, as well as join SIGs and request to join committees.

Committee appointments are made by the president.

## WE'RE HERE TO HELP

If you have any questions, please send us an email: [membership@nmla.org](mailto:membership@nmla.org)

If you need an invoice or PO in order to join or renew, please let us know.



**Intellectual Freedom Committee Report  
New Mexico Library Association  
June 2018**

- I watched the recording of the ALA State of the States Web Meeting for IFC chairs and AASL Affiliate IF chairs on May 16, 2018. Highlights:
  - Multiple states reported on challenges experienced as well as intellectual freedom training sessions attended, hosted, and/or in the planning stages.
  - Discussion on *A Day in the Life of Marlon Bundy*, which some communities are finding controversial.
  - Discussion on Bill Cosby books.
- The NM IFC met via phone on Friday, May 11, 2018, at 10:00 AM.
  - In attendance: Deirdre Caparoso, Margaret Neill, Stephanie Midwood, Julia Kelso.
  - Discussed national Bill Cosby materials controversy.
  - NMLA session possibilities conversation. There is interest in some sort of IF introductory presentation with discussion.
  - Discussed disseminating IF information in the state, particularly to smaller libraries and school libraries.
- The committee submitted a proposal for a possible NMLA session called “Intellectual Freedom Everyday.”

Respectfully submitted:  
Deirdre Caparoso  
Intellectual Freedom Committee  
June 15, 2018

NMLA Legislation Committee  
Committee Report, June 20, 2018

By Joe Sabatini and Cynthia Shetter, Co-Chairs

The Committee has worked with the Advocacy for School Libraries Special Interest Group to have a study of the status of school libraries and librarians statewide, as they had proposed in Senate Memorial 49. Chairman Mimi Stewart of the interim Legislative Education Study Committee was contacted to request that the Committee include school libraries on their hearing agenda.

Cynthia and several other NMLA members attended ALA Legislative Day on May 7/8.

We are participating in the Libraries Transform Broadband Task Force to get funding from the 2019 Legislature to implement HB 207, the Library Broadband Infrastructure Fund. The Task Force will be meeting in Deming on July 26.

Joe and Cynthia are working with Omar Durant and Linda O'Connell of the Bonds for Libraries SIG to update their webpage in support of the 2018 Library Bond Issue.



## Newsletter Editor & Website Administrator Report

Robyn Gleasner

[newsletter@nmla.org](mailto:newsletter@nmla.org)

6/19/18

### Newsletter

The deadline for the July/August issue of the newsletter is July 6, 2018. Please send stories and updates to [newsletter@nmla.org](mailto:newsletter@nmla.org).

### Website

Please send an email to [newsletter@nmla.org](mailto:newsletter@nmla.org) if any board members need access to the Board Members Only section or to the Members Only sections of the website.

Below is a chart showing Jan. 2018 – Jun. 2018 use statistics for the [nmla.org](http://nmla.org) website:

Month	Unique visitors	Number of visits	Pages	Hits	Bandwidth
Jan 2018	8,091	14,733	52,646	105,012	6.20 GB
Feb 2018	6,881	13,677	62,840	121,570	6.36 GB
Mar 2018	6,670	13,699	60,415	123,600	6.33 GB
Apr 2018	5,347	12,449	53,901	112,340	5.42 GB
May 2018	4,964	12,343	63,844	126,855	8.18 GB
<b>Jun 2018</b>	<b>3,071</b>	<b>6,869</b>	<b>35,501</b>	<b>72,501</b>	<b>4.57 GB</b>
Jul 2018	0	0	0	0	0
Aug 2018	0	0	0	0	0
Sep 2018	0	0	0	0	0
Oct 2018	0	0	0	0	0
Nov 2018	0	0	0	0	0
Dec 2018	0	0	0	0	0
<b>Total</b>	<b>35,024</b>	<b>73,770</b>	<b>329,147</b>	<b>661,878</b>	<b>37.05 GB</b>

I will start transitioning the website from Bluehost/WordPress to Wild Apricot over the coming year. Our SSL has been extended another year for our current website. The Membership and Donations pages have been transitioned to the new platform: <https://nmla.wildapricot.org/Join-us>. I am working on moving the rest of the store items to this platform as well.

I spoke with customer service reps at Wild Apricot and learned that we will only be able to have one domain name hosted on this platform. The Bonds for Libraries SIG is investigating other options.

### CQ Engage

The new legislative action center called CQ Engage has been set up and is available on the NMLA website at <http://cqengage.com/nmla/>. I will be working with the membership committee to add our members so that we can see what actions are important to our members.

Web Conference System Report

Name	Price/500 users	Features	Multiple meetings	Reviews
GoToMeeting	\$588*	See below	No	PCMag 3.5/5
Adobe Connect	\$1250	See Below	No	PCMag 3.5/5
Skype	Paid by participants/hosts	See below	Yes	PCMag 4.5/5
WebEx	\$359.40/host	See below	With additional hosts at \$359.40/year	PCMag 3.5/5

**GoToMeeting** – Tops out at 250 users. More than that we would need to shift to GoToWebinar, which is \$199/month if billed annually (\$2388). Features include:

- 250 Participants
- Web Audio
- Screen Sharing
- Unlimited Meetings
- Dial in Conference Line
- 24/7 Customer Care
- Secure
- NEW! Call Me
- NEW! Business Messaging
- NEW! Smart Meeting Assistant
- HD Video with 25 Webcams
- Drawing Tools
- Unlimited Recording
- Personal Meeting Room
- Mobile Apps
- Keyboard & Mouse Sharing
- Active Directory
- NEW! InRoom Link

One that they don't mention is that meetings are recordable.

**Adobe Connect Webinars** – Regular Adobe Connect tops out at 25 participants for \$540/year, which is nowhere near enough capacity. Features include:

- Personal digital office
- Rich recording and editing tools
- Highly secure communication and compliance
- Storage and VoIP included
- Immersive experiences
- Robust registration

- Fully customizable events
- Built-in analytics

On the down side, it also requires VoIP or a third party dial-in service for audio.

**Skype** – Skype has been around the longest, but it appears that it does not have an Enterprise version. AS far as I can tell, there is not a charge to sign up and some basic services are free. However, as soon as you start calling people, the charges start up for the originator. Administering this would be a nightmare. I couldn't find a concise list of features, but you can find information at [skype.com](http://skype.com).

**WebEx** – Participants levels jump from 200 to 1000. Pricing shown is for 200. Major drawback is having only one meeting at a time, unless we want to pay for an additional hosting license. Features include:

- Host unlimited meetings for any duration
- One-click and scheduled meetings
- Documents, application and screen sharing
- MP4 and M4A cloud recordings
- Cloud recording storage 5GB5GB10GBUnlimited
- Full-featured web app—no downloads or plug-ins
- Personal Meeting Room or meeting ID
- Customizable Personal Meeting Room
- Allow others to schedule meetings on your behalf
- HD audio
- Join via VoIP or by phone
- Call Me
- HD video
- Active speaker view or lock and pin a participant
- Full screen and gallery views
- Join from any video system
- Video dial-in or have a meeting call you via video
- Cisco Intelligent Proximity
- 720p video and wideband audio
- Supports iOS and Android devices including wearables
- Native screen sharing on iOS devices
- SiriKit integration
- Natively integrated in Microsoft Office, Outlook, Office 365, Google Calendar, and Lotus Notes
- Stream meetings from Facebook Live
- Support for 3rd party closed captioning
- Launch meetings from Microsoft Teams, Slack, Canvas and Moodle
- User management
- Vanity URL
- Administrative portal
- SSO
- Exchange and Active Directory integration
- Branding and customizations

- AES 256 bits encryption
- TLS 1.2
- Lock Personal Meeting Rooms
- Join on any device: browsers, phones, mobile, and desktop devices
- Live chat and phone support

#### Recommendations

While neither of them are perfect, I would recommend going with either GoToMeeting or WebEx. I don't have any real preference between the two. We do have moderately more experience with GoToMeeting since we have been using it, But I have used WebEx in the past and it is a very easy system to lean.

**From:** [nmlboard@yahoogroups.com](mailto:nmlboard@yahoogroups.com) on behalf of "O'LEARY-STORER, BRIDGET" [boleary@cnm.edu](mailto:boleary@cnm.edu) [[nmlboard](mailto:nmlboard)]  
**To:** [nmlboard@yahoogroups.com](mailto:nmlboard@yahoogroups.com)  
**Subject:** [nmlboard] Mountain Plains Library Association Dues Paid  
**Date:** Monday, July 02, 2018 4:08:58 PM

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Hi John and Board,

Just following up on our board meeting question about whether we paid our MPLA Dues. We paid \$100 for our annual dues on 1/25/2018 through Pay Pal. I'll update our Quick Books so that it will produce a line item on our next report.

Thanks,

Bridget O'Leary-Storer  
Montoya Branch Library Manager  
505-224-4000 x 52548

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Posted by: "O'LEARY-STORER, BRIDGET" <[boleary@cnm.edu](mailto:boleary@cnm.edu)>

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