



Arkansas Library Association

**Arkansas Library Association
Board Meeting
Friday, December 15, 2017, 10:00 AM
Laman Library, North Little Rock, AR**

AGENDA

- I. **Call to Order** – President Covington called the meeting to order at 10:00am
- II. **Roll Call & Minutes** – Lynn Valetutti circulated the sign-in sheet and distributed a copy of the minutes from the September 24, 2017, Executive Board meeting. The motion was made to approve the minutes by Britt Murphy and Jessica Riedmueller seconded it.
- III. **Budget and Account Update** – Lynn Valetutti shared the status of our current finances. There is \$40,710.98 in the PayPal account and \$48,713.06 in the Region’s checking account. The checking account balance includes \$25,600 of scholarship money, which will be deposited into a CD. This leaves the organization \$ 63,824.00 in operating cash. Budget requests were submitted and some require revision. Prime Management projected a profit for 2018 of \$9,670. The proposed revenue was incorrect since \$5,000 in expenses were not included in the budget. Prime Management requested a \$300-500 increase in their monthly fees. It has not been a year since they started providing services. In 2016, ArLA made \$19,878.778 in profit at year-end. Currently, we are on target to lose \$6,000 for 2017. There was discussion on the problems with Prime management.
- IV. **ALA Councilor’s Report** – Lacy Wolfe reported that ALA held a vote to change the qualification requirements for hiring the new ALA Director. Initially, candidates were required to have a MLIS but results from the vote changed the requirement to MLIS preferred. ALA Mid-Winter is February 9-13, 2018 in Denver, Colorado. Lacy will be organizing a dinner for ArLA members.
- V. **Committee Reports**
 - Marketing** – Susie Kirk requested that we change our Twitter handle to ArLALibrary so it is not date related. Phillip Shackelford made a motion to pass the change and Britt Murphy seconded it.
 - Emerging Leader** – Nicole Stroud announced that Allison Stevens from Calhoun County Library is the new emerging leader. The previous emerging leader did not re-register ArLA with ALA so Nicole had to refile our status. The manual needs to be updated to state that the Emerging Leader will receive a disbursement not reimbursement in order to be compliant with ALA’s requirements. ALA requires \$500 but ArLA gives \$1,000.
- VI. **Old Business**
 - a. SELA membership- Crystal provided a SELA activity update and conference report. Currently, Crystal does not have an ArLA job description; she is functioning under SELA’s guidelines. The Executive Board needs to clarify her responsibilities. The topic was tabled until the February meeting.
 - b. Certificate of Deposit – Prime Management will deposit \$25,600 into a six month CD before year-end.
 - c. ALA Councilor’s expenses – The motion was made by Lauren Robertson and seconded by Phillip Shackelford to reimburse Lacy \$537.60 for expenses for the ALA Mid-Winter conference

prior to budget approval.

VII. New Business

- a. Strategic Plan – Dan Boice from UAM had offered to help develop a strategic plan for our organization. Dean solicited the board’s approval to move forward. Debbie Hall, Arkansas State Library, offered to assist with the process to cover the interest of public libraries.
- b. Management Company – Issues discussed during budget report.
- c. ADA and interpreters at conferences – Lynn provided information from ADA outlining our responsibilities to provide accommodations. The board agreed that a task force should evaluate our legal responsibilities. Anyone interested in spearheading this initiative should contact Dean.
- d. Board meeting schedule – All meetings are scheduled at Laman Library. The February 16, 2018 will begin at 10:00 am. The remaining meetings will commence at 1:00pm.
 - February 16 (all day retreat)
 - April 20
 - June 15
 - August 17
 - September 23-25 (Conference)
- e. Other new business- There is over \$1,000 in books left over from the conference. We will reduce the cost of the books to \$17.00. Lynn will contact SELA and the Missouri State Library to advertise the availability. In addition, she will email AIMM members in the New Year’s about the book sale.

VIII. Correspondence/Announcements

Crystal reported that lobbyist Tim Summers resigned from APL and Lisa Monk took his position. She stressed the importance of supporting this organization. Karen Russ’s status was shared with the board.

IX. Public Comment

X. Adjournment – Dean Covington concluded the meeting at 11:20am.

Respectfully submitted,

Lynn Valetutti