



**Arkansas Library Association
Executive Board Meeting
Friday, November 11, 2022, 9:00 AM
Virtual Meeting via Zoom**

Executive Board in attendance (voting members denoted by *): *Kathleen Ashmore, *Carol Coffey, *John McGraw, *Janine Miller, *Ron Russ, President *Rachel Shankles, *Jennifer Wann, Secretary *Janice Weddle, Amber Wilson

- I. **Call to Order** – President Rachel Shankles called the meeting to order at 9:00 AM.
- II. **Roll Call & Minutes** – Attendance was recorded via presence on Zoom. Jennifer Wann made a motion to accept the minutes of the 10/14/2022 Executive Board meeting as distributed; seconded by John McGraw. Motion carried.
- III. **Consent Agenda** – Consent agenda of information-only reports was distributed prior to the meeting. Ron Russ made a motion to receive the reports on the consent agenda; seconded by Carol Coffey. Motion carried.
- IV. **President’s Report** – President Rachel Shankles reported the sessions and activities she participated in at the ArLA Conference last month. In the last month, she met with a group of school librarians in Conway, worked with committees, and has held conversations about the future of ArLA’s archives.
- V. **Financial Report** – Kathleen Ashmore delivered the financial report. ArLA has \$74,241.31 in Edward Jones and \$123,353.21 in the checking account, \$10,538 of which is scholarship money and \$16,887 of which is LEAF funding. The operating cash balance is \$50,577.43. The conference financial report was also reported. The net profit from this year’s conference was \$15,350.78. Fundraising efforts during the conference included the basket auction, t-shirt sales, and trivia night, which generated \$2,505 for LEAF, \$620 for LEAF, and \$538 for scholarships respectively. The proposed 2023 budget will be discussed in new business. Kathleen pointed out that she would like to see the operating cash balance be closer to \$60,000 for ArLA’s financial health.
- VI. **Committee Reports**
 - a. **Budget & Finance Committee** – Kathleen Ashmore reported that the committee met to review and approve the proposed 2023 budget. The committee discussed the way budgeting has been done in past years and changes that could be made in the process for the upcoming year. The committee is seeking an additional member, and anyone interested should contact Kathleen.
 - b. **Bylaws & Handbook Committee** – Janice Weddle reported that the committee will be presenting proposed Handbook revisions to the Board at the December meeting. Revisions to the Handbook must be approved by a 2/3 majority vote of the Board.
 - c. **Conference Committee** – Carol Coffey reported that the conference successfully concluded. The final financial report from the conference was presented earlier in the meeting. Carol noted

that there were fewer vendors than the committee had hoped to bring to the conference. Many vendors seem to still favor online events over traveling to in-person events. Carol reported that feedback about the conference was positive overall. She hopes that next year's conference in central Arkansas will be even more successful.

VII. Business Items

- a. 2023 Budget** – Motion from Budget & Finance Committee. Kathleen Ashmore stated that the budget was based off the \$19,879.89 of the operating cash balance not earmarked for other purposes. Amber Wilson read discussion questions submitted prior to the meeting. The questions related to the ALA Councilors line in the budget and whether that line was travel to LibLearnX and ALA Annual. An additional question was asked as to why there was not a line for the SELA representative's travel. Kathleen Ashmore responded that the ALA Councilors line was for travel expenses for LibLearnX and ALA Annual. There was no request submitted for SELA travel expenses, so those were not included in the budget proposal presented. Ron Russ stated that ArLA is required to send the ALA Councilor to ALA conferences. Janice Weddle observed that the travel expenses for the ALA Councilor and the Emerging Leader are part of ArLA's agreements with ALA as an official ALA Chapter. Kathleen Ashmore stated that membership revenue needs to increase to meet future expenses. Ron Russ observed that the association has not done a major membership drive in several years. Ron also reminded everyone to use and promote ArLA's participation in the Amazon Smile program, where ArLA receives passive funding from the normal shopping behavior of anyone using ArLA's link. Jenn Wann recommended that the Board re-evaluate the expenses of a print journal in the future. President Shankles called for a vote on approving the 2023 budget as distributed. Motion carried.

- b. Deed of Gift** – Motion from Records Management Committee. President Shankles reported on behalf of the Records Management Committee that UA has asked for a Deed of Gift regarding the association's archives. The archives are currently located at Henderson State University, but Henderson has asked ArLA to remove the collection from their campus. UA Fayetteville has agreed to accept and house ArLA's archives, pending the completion of their current renovations. The physical transfer of materials would not be possible until 2024. Henderson has agreed to maintain the archives until then. John McGraw made a motion to approve the Deed of Gift. A question was raised about the amount of money listed on the deed. The clarification was made that the \$4,999 listed on the deed is the approximate valuation of the collection. A question was raised about whether the Board was comfortable with transferring ownership of the association's archives, and what would happen if UA decided to deaccession any materials, either now or in the future. The statement was made that ArLA should be able to request that any materials be returned to us, though that may need to be negotiated upfront. Carol Coffey made a motion to postpone taking action on the Deed of Gift until February 2023; seconded by Ron Russ. Motion to postpone carried.

VIII. Calendar – The next Executive Board meeting will be December 9, 2022 at 9:00 AM via Zoom.

IX. Announcements – President Shankles announced the upcoming Changeover meeting on December 9 and encouraged members of the 2023 Executive Board to make plans to attend.

Annual Reports need to be submitted to the Secretary by December 2.

Entries for the next issue of the journal need to be submitted by Monday, November 14.

X. Public Comments – No public comments were made.

XI. Adjournment – Meeting adjourned at 9:34 AM.

Respectfully submitted,

Janice Weddle