



Arkansas Library Association
Executive Board Meeting
Friday, November 12, 2021, 9:00 AM
Virtual Meeting via Zoom

Executive Board in attendance (voting members denoted by *): Kathleen Ashmore, *Carol Coffey, *Crystal Gates, *Emily Rozario, *Ron Russ, President *Philip Shackelford, *Lynn Valetutti, *Jennifer Wann, Secretary *Janice Weddle, Amber Wilson

- I. **Call to Order** – President Philip Shackelford called the meeting to order at 9:00 AM.
- II. **Roll Call** – Attendance was recorded via presence on Zoom.
- III. **Minutes & Consent Agenda** – Minutes of the 10/12/2021 meeting and consent agenda of information-only reports distributed prior to the meeting. Lynn Valetutti made a motion to receive the reports on the consent agenda; seconded by Carol Coffey. Motion carried.
- IV. **Financial Report** – Lynn Valetutti delivered the financial report. ArLA has \$65,335.09 in Edward Jones and \$90,510.74 in the checking account, \$18,674 of which is scholarship money and \$13,762 of which is LEAF funding. The operating cash balance is \$58,074.74.

Lynn Valetutti made a motion to move \$8,674 of the designated scholarship money from the checking account to Edward Jones, leaving a balance of \$10,000 of designated scholarship money in the checking account. Crystal Gates seconded. Motion carried.

The final revenue and expenses for the 2021 conference have been filed. With all expenses accounted for, the 2021 conference made a profit of \$16,995.18.

- V. **ALA Councilor Report** – Crystal Gates delivered the ALA Councilor report. There are a lot of benefits to ALA membership. ALA members have access to the Public Policy Office, advocacy campaigns, etc. They also have personal benefits with discounts on things like insurance. Members can explore their benefits options under the Personal Member Value Programs when logged into their ALA account.
- VI. **SELA Report** – Emily Rozario delivered the SELA report. The SELA Conference was October 18-22, also using Whova. There were about 830 attendees at the conference, including a few attendees from Arkansas. The 2022 SELA Conference will be held in conjunction with the Mississippi Library Association from October 11-14.
- VII. **Bylaws Committee Report** – Janice Weddle reported that the draft of the committee's recommended revisions to the Handbook will be distributed to Board members for review by the end of November. The proposed Handbook revisions will be an agenda item for the December 10 Board meeting.

VIII. CULAR Report – Taylor Vanlandingham reported for the College and University Libraries of Arkansas CI. CULAR has new officers following their meeting at conference. A program for academic librarians about copyright is being planned for January. More information will be distributed via the listserv. The CI is drafting bylaws. Janice Weddle reminded attendees that any bylaws adopted by a CI also need to be submitted to the Executive Board for approval and made available on the website. CULAR has also requested that the Board grant them access to ArLA’s Google Drive account to store documentation for the CI and create an email that can be transferred in the future as CI leadership changes.

IX. Business Items

- a. **CULAR** – President Shackelford invited Taylor Vanlandingham to make a motion to grant the CI access to the Google Drive. Jennifer Wann observed that motions need to come from members of the Board. Ron Russ made a motion to grant CIs access to the ArLA Google Drive and generate email addresses for the CIs that can be transferred to new leadership as needed; seconded by Jennifer Wann. Discussion ensued about whether this was a good solution long-term for all members of the association. It could be adopted as a temporary measure for the CIs to use now, while further study and research is done on this topic to identify the best solution moving forward for all ArLA members and groups. Ron Russ amended the motion to grant the CIs access to the ArLA Google Drive as a stopgap measure while further research is done by the Board; amendment seconded by Jennifer Wann. Motion carried, as amended. President Shackelford appointed Ron Russ, Jennifer Wann, and Janice Weddle to an ad hoc group charged with investigating the future repository needs of the association.
- b. **Budget** – Lynn Valetutti presented the 2022 budget prepared by Treasurer-Elect Kathleen Ashmore. Discussion ensued regarding the budget line to cover one-year memberships in ArLA for participants in the next ALL-In co-hort. It was determined that there is no need to include the cost of memberships in the budget, as those memberships will not be paid for by ArLA; they will simply be waived for one year to reward and encourage professional development in the Arkansas library community. Lynn next discussed the budget requests for ALPS Infobits and for the COSLLE conference. It was discussed that the Board will need to receive budgets from these groups with detailed information about the projected expenses and revenues before releasing funds, just as they do with the ArLA Annual Conference. It was further observed that revenues generated by these events need to be reported and returned to ArLA.

Jennifer Wann asked about the cost of the association’s journal, which accounts for approximately 34% of the expenses in the 2022 budget. It was observed that costs for producing the journal in both print and electronic versions have been part of an ongoing conversation. The numbers for the 2022 budget reflect a minimum order number of 250 print copies for the journal. Fewer issues of the journal are being produced each year than in the past to help curb costs. Britt Anne Murphy, editor of the journal, pointed out the print journal’s usefulness to the association as a marketing tool outside of our community, especially to legislators or other elected officials. Rebecka Virden stated that the journal has historical value as an archive of the association. The question was also raised if there were alternative publications or reports that might fill those needs. President Shackelford will appoint an ad hoc group to further investigate.

The question was raised about the budget request for room reservations for a Board retreat. Lynn Valetutti stated that the room request portion of the budget had been removed. The line for lunch expenses for a potential in-person gathering of the Board remain in place.

Following the discussion, Lynn Valetutti summarized and presented the final budget to the Board, with projected expenses of \$24,947 for 2022. The 2022 budget was adopted by the Board.

- X. **Other Committee or CI Reports** – No other reports were made.
- XI. **Announcements** – President Shackelford announced the next Lunch, Learning, & Libraries webinar is “The Permaculture Approach to Sustainable Library Solutions” with April Griffith on Tuesday, November 16.

Janice Weddle announced that written Annual Reports and December Board Reports will be due December 3.

The next Board meeting will be December 10, 2021 via Zoom at 9:00 AM. It will be followed by an orientation meeting for the 2022 Executive Board at 10:00 AM.

Carol Coffey announced that members and potential members of the 2022 Conference Committee will be contacted soon to begin work for the next conference.

Janice Weddle announced that orientations for committee chairs and CI leaders are being planned for January.

- XII. **Public Comments** – No public comments were made.
- XIII. **Adjournment** – Meeting adjourned at 9:45 AM.

Respectfully submitted,

Janice Weddle