

Kansas Library Association Council  
Jan. 20, 2011 Meeting  
*Online in Illuminate*

Amended Minutes

**ATTENDEES:** Cynthia Akers, Rob Banks, Carol Barta, Nona Barton, Merry Bower, Heather Braum, Jo Budler, Roger Carswell, Mickey Coalwell, Andrew Evans, Kay Ghram, Cynthia Berner Harris, Cindi Hickey, Connie Hocking, Brenda Hough, Bonnie Keim, Royce Kitts, Margaret Knecht, Ann Pearce, Marie Pyko, Venus Rowland, Emily Sitz, Denise Smith, Ken Werne, Harry Willems

1. **Call to Order:** The meeting was called to order at 1:02 pm
2. **\*Consent Agenda:** Mickey Coalwell moved that the minutes for the October 21, 2010 meeting be taken out of the consent agenda to address corrections he suggested. Cynthia Berner Harris moved that the consent agenda be approved with the minutes removed. Denise Smith seconded the motion and the motion carried.
3. **Minutes for the October 21, 2010 Council Meeting:** Cindi Hickey distributed the revised minutes to Council for review. She explained the notations for the changes.  
  
\* After time for review, Cynthia Berner Harris moved the minutes be approved as amended. Venus Rowland seconded the motion and the motion carried.
4. **\*Second Quarter Financial Report:** Cynthia Berner Harris, treasurer, presented two reports: a monthly report of revenues and expenses and an assets report. The association started out the fiscal year in a deficit position. Now the Kansas Library Association (KLA) is in a position of profits. The current balance is \$34,848.28 which includes \$4,000 donated by the Kansas Library Association Educational Foundation (KLAEF) and \$18,000 contributed by six of the regional library systems for library advocacy.

The revenue from membership dues for the first half of year exceeded operation expenses. Association revenues are up \$8,000 over the last fiscal year and expenses are down \$38,000 which is more than the executive director's salary, benefits, phone, travel and other expenses.

The assets report association assets through December 31, 2010. KLA has \$75,000 in the checking account. Slightly over half of that amount belongs to KLA's sections and round tables. All sections and round tables should have received individual reports from Cynthia. The association also has \$13,000 in a reserve fund held at PayPal.

The task force on finances met and began talking about ways to refine the financial reports.

\* Ken Werne moved that the financial report be accepted. The motion was seconded by Roger Carswell and the motion carried.

5. **President's Report:** Emily Sitz reported that membership cards are being sent out monthly after the association office has time to process the payments. Avecetra reports 536 active members. Emily and Bonnie Keim are cleaning up the database to verify active members to get a true picture of the membership. An online membership meeting is scheduled for February 1, 2011. Jennie Rose will give an advocacy report, study team

leaders will report on their progress, and Marie Pyko will provide a report on KLAEF. Emily attended the KLAEF board meeting and is planning on attending the KASL board meeting. Study team leaders met earlier in the month to discuss progress. Early results confirm the association is serving a broad range of librarians and libraries and is just scratching the surface of what needs to be done. Another finding from the study team meeting was the recognition of the need for orientation for incoming officers and section and round table chairs. Emily will follow up on this suggestion. KLA is going to work with the School of Information & Library Management (SLIM) to provide mock interviews with SLIM students at conference. The association needs to update the organizational model.

6. **\*Moving Annual Conference to a Fall Calendar:** A proposal to move annual conference to a fall calendar has been presented in various meetings. A fall conference would be a better approach in relation to KLA finances. A fall conference would also eliminate competition with other conferences (American Library Association (ALA), Public Library Association and the Association of Rural and Small Libraries. Cynthia Berner Harris commented that the financial team is talking about changing the KLA fiscal year. The team is trying to get KLA into a position where it is not relying on conference profit to provide for operating expenses. Cynthia Akers commented that the College and University Library Section (CULS) would like to tie their fall conference to a KLA fall conference. Cynthia Berner Harris supports a fall conference because many vendors go to Texas instead with the current conference schedule. The first fall KLA conference would be held in 2013. Royce commented that would involved an 18 month transition period for the shift. Emily commented that one idea would be to hold an online conference in the interim. Emily asked Council for a motion to move the annual association conference to a fall schedule to align with the beginning of KLA's fiscal year and to benefit from the surge in memberships associated with conference registration to begin in 2013.

\* Cynthia Berner moved that KLA move to a fall conference cycle starting in 2013. The motion was seconded by Harry Willems and the motion carried.

7. **\*Proposed Election Procedure for Spring 2011 (KLA and Sections/Roundtables):** The executive committee discussed a procedure for the KLA election in the absence of an executive director. Emily believes the association by-laws are broad enough to allow Council to vote on a procedure without violation. Requirements include electronic distribution that assures confidentiality, one vote per member, distribution no less than four weeks before the annual conference and a method for write in votes. The proposed election procedure includes using Avectra to distribute the ballots by roster. A static document will be sent out that can be e-mailed or mailed to the office. A Survey Monkey ballot will be created for each section and round table. KLA can send e-mails through Avectra which will include the Survey Monkey links. Name and voted are not apparently linked which supports confidentiality. Cynthia Akers asked about deadline for sections and round tables to submit their slates and it was decided that they be submitted in time to get the ballots out four weeks prior to conference. Bonnie asked if the election documents have to be saved at the office. Andrew Evens asked if Survey Monkey can serve as the documentation of the official vote and he also asked for clarification regarding the requirements for confidentiality and one vote per member. A hard copy of the Survey Monkey vote without voters' names included after the votes have been verified will be stored at the KLA office. The nominating committee will certify the election after the votes are closed and no one else will have access to the Survey Monkey link until it has been certified.

\* Cynthia Akers moved that the KLA election procedure be accepted as described and Nona Barton seconded the motion. Discussion: Mickey suggested that it be understood that any necessary tweaks to the described process be acceptable and that the described procedure be considered an outline of the general principles without prescribing the exact procedures. The amendment was approved by Cynthia and Nona and the motion carried.

8. **\*Nominating Committee's Presentation of KLA's Slate for the 2011 Election:** Past President and Nominating Committee Chair, Denise Smith thanked the nominating committee: Jeff Imparata, Topeka Shawnee County Library, Jason Coleman, Hale Library, Kansas State University and Janet Fowler, Wichita Public Schools. Denise presented the following slate of candidates and provided a biography for each.

**Second Vice President:**

Matt Upson, Director, Library Services, McPherson College  
Melany Wilks, Director, Pioneer Memorial Public Library, Colby  
Cathy Reeves, Director, Dodge City Public Library

**Mountain Plains Library Association Representative:**

Dan Ireton, Hale Library, Kansas State University  
Mickey Coalwell, Northeast Kansas Library System

**ALA Representative:**

Robert Banks, Topeka Shawnee County Public Library

**Treasurer:**

Candi Hemel, Director, Cimarron City Library

**Nominating Committee:**

Rita Severt, Wichita Area Technical College  
Eric Gustafson, Morrill Public Library, Hiawatha  
Carol Barta, North Central Kansas Library System  
Chris Rippel, Central Kansas Library System  
Jean Hatfield, Wichita Public Library

Questions and discussion: Denise confirmed that the MPLA representative must be a member of MPLA. Mickey asked about presenting only one candidate for the treasurer's position. Denise explained that she had talked to three other people who weren't able to run for office at this time. People are too busy. Royce Kitts asked about Laura DeBaun as a candidate for treasurer. Denise appreciates all the help Laura has given KLA. Denise said she was trying to share the wealth, the experience of serving on a state throughout the state and not just house it under one roof nor in one region . That is reason why Denise did not call Laura DeBaun.

\* Ken Werne moved that the slate be approved as presented. Kay Ghram seconded and the motion carried.

Emily thanked Denise and her committee for their efforts and commended Laura DeBaun for the tremendous amount of work she has done on the finances for KLA.

9. **\*Best Small Library Program, Service, or Activity in Kansas Award:** Carol Barta presented an overview of the proposed award. It came out of a discussion among the regional library continuing education consultants group. The award is intended to encourage Kansas small library staff consider working for awards and grants. The award would be presented annually. The group would like to have KLA sponsor the award so that it can be recognized at the KLA conference. The consultants group will seek a sponsor to provide a cash prize. The award can be used to promote the ideas that applicants submit as best practices that could be used by libraries across Kansas. The group has prepared a draft application which Emily sent out in the meeting packet. The consultants group asked the council to support the award which would be launched in 2012. KLA would provide the judges and the award would be presented at the annual conference with the other KLA awards. Royce noted the award will be announced through a session at the conference this year. Applications could feature a single service or multiple services. Criteria include creativity, uniqueness, ability for the service to be replicated, and the impact on the community.

\* Robert Banks moved that KLA support the development of the Best Small Library Program, Service, or Activity in Kansas Award with the idea to recognize the best small library of Kansas and to encourage applicants to apply for national awards. The motion was seconded by Royce. Discussion: Carol confirmed that eligible libraries are those that serve taxing districts with a population of less than 5,000 which can be determined from state statistics. However, if a library serves a surrounding community outside the taxing district that will not be held against them. The motion carried.

10. **Notice of Pending Disbandment of KPLACE Roundtable:** Emily brought this issue forward in earlier meetings. There have been some renewals since that time. Emily has notified the Round Table Chair, Cindy Hittle that if current membership does not renew in the next few months then the roster will drop below the required level and the round table will be disbanded.
11. **Conference Report:** Royce reported that the conference is shaping up and the final details are being put in place. Steve Andrews and Emily Sitz are preparing the conference website which should be launched in the next week, meal events are coming together, speakers are scheduled and contracts have been sent out. He is working on the on-site registration process. Friends and Trustees are planning their day (Wednesday.) There is also planning underway for mock interviews for SLIM students.

Virtual Track: Cindi Hickey presented an overview of the five virtual track sessions. The cost for the entire virtual track will be equal to the cost for one day of the conference. For that price participants will have access to the live and archive sessions. Everyone registered for the face to face conference will also have full access to the virtual sessions (live and archive.)

KLAEF: Marie Pyko announced KLAEF will present a trivia night on Thursday that will be patterned on the Topeka Shawnee County Public Library trivia night. The event will take place at the conference center. It will be a fundraiser for the foundation. Participants will pay \$10 for a seat at a team table. Tickets will be available in the KLA store. KLAEF is also going to have the baskets again this year coordinated by Gloria Creed-Dikeogu.

12. **Call for KLA Presidential Award Nominees:** Denise will put out a call for award nominees.
13. **Other:** Governmental Affairs Report: Roger reported that the Governor's budget is out and he will be putting out a message on KANLIB-L shortly. The budget is targeted for a 5% reduction overall, reduction in state aid of 6.5%. The Kan-ed bill that has been discussed previously has been introduced and there will be a hearing on it next week. There was a brief flurry of concern about the appointment of the State Librarian. There were contacts with the library community by the Governor's staff that made it appear that he was not going to reappoint Jo Budler and was going to take a very political view of the position. However, Jo has been told that she will be reappointed.

**The meeting was adjourned at 1:33 pm.**

Minutes submitted by Cynthia Hickey, Recording Secretary for the Kansas Library Association  
April 2, 2011

\* **Council action taken.**