

**Delaware Library Association
Executive Board Meeting
Delaware Public Archives
September 16, 2010**



In attendance: Margie Cyr, Peggy Dillner, Carol Fitzgerald, Pauly Iheanacho, Jon Jeffery, Rebecca Knight, Marilyn Kulkarni, Patty Langley, Mary Jane Mallonee, Maureen Miller, Annie Norman, William Simpson

Call to Order

The meeting was called to order at 4:08 p.m.

Quorum

A quorum was present (8 officers and division presidents).

Agenda

President Margie Cyr's agenda for the meeting was approved.

Minutes

Secretary Mary Jane Mallonee had previously electronically distributed the minutes of the July 15, 2010, meeting. The minutes were approved as written.

Treasurer's Report

Treasurer Pauly Iheanacho's report was accepted by the Board after a correction was made to a word in the note about transferring money from checking to savings.

Youth Services Division

Maureen Miller reported that the officers have scheduled meetings for September and October. Voting for the Blue Hen Book Award has closed.

Handbook and Bylaws

Jon Jeffery reported that no one else has volunteered to be on the committee. He and Rebecca Knight have been meeting and editing the documents for punctuation, spelling, and consistency. They recommend that the Handbook and Bylaws be maintained as separate documents. Unneeded specifics will be removed. They also recommend making the DLA fiscal year the same as the calendar year and the membership year. The discussion of those years and the DLA officers' year led to no conclusion, and more discussion is needed.

There was discussion about how to change the Bylaws without waiting for two years. A special meeting, a fall general meeting, and an online meeting were considered in order to fulfill the two-meeting requirement. Margie will send an email to the Leadership Group about scheduling an online meeting.

Jon and Rebecca will try to revise the Bylaws and present a draft at the next DLA Board meeting on November 18, 2010.

Intellectual Freedom

Donna Reed submitted a written report detailing her activities, including challenged books, Banned Book Week, and bills in the state legislature.

Legislative Action

Jim McCloskey e-mailed Margie that Cathy Wojewodzki is working on a date for Legislative Day.

Scholarships and Awards

Annie Norman reported for Kathy Graybeal that more uses are being sought for the money in DLA scholarship accounts.

Website

Rebecca Knight had no report about the website, but she will check on whether the position of ALA Councilor should be on the ballot in the spring of 2011.

Old Business

Annual Conference: Patty Langley said that the planners for the Maryland Library Association's annual conference are excited about having DLA join them for the event. They are planning a pre-conference on Wednesday, May 4, a full day on Thursday, May 5, and a half day on Friday, May 6. The conference will be held at the Clarion Hotel in Ocean City, MD. Approximately 50 vendors will have exhibits. Margie said that program planning was already underway by September in Maryland and that the programs looked good. She has not received any program ideas yet from the four DLA divisions. She added that many school librarians in Maryland attend their own separate conference in addition to the MLA conference. Annie suggested that providing a bus for attendees from Delaware might encourage people to go to Ocean City, especially from the northern part of the state.

Patty Langley moved that the Delaware Library Association join with the Maryland Library Association in presenting an annual conference on May 4, 5, and 6, 2011, in Ocean City, MD. Marilyn Kulkarni seconded the motion. Rebecca Knight mentioned that we would like assurance that DLA will be listed as co-sponsor of the event. The motion passed unanimously.

Legislation: Margie and Annie agreed that there have been no state legislative actions.

Budget: Margie asked whether we should establish an ad hoc budget committee before the annual conference. There was discussion about having a store at the conference and where DLA pens and pins are now. Margie presented a revised budget that she had compiled. A \$15,000 grant was received from the Delaware Division of Libraries for conference expenses, of which \$5,000 will be reserved for the 2012 conference and \$5,000 will be reserved for the 2013 conference. The line item for Emerging Leaders remains at \$0 for this year. \$1,780 is listed as coming from the savings reserves instead

of \$3,280 as listed on a budget in August. The cost of having the review of our financial books done was \$475.

Peggy Dillner moved that the DLA budget for 2010-2011 be approved as presented. The motion was seconded and passed.

New Business

Signatory Authority: Margie and Pauly visited Wilmington Trust to review our accounts and found that only one signature was required on DLA checks. Margie wanted our thoughts about having two signatures required on DLA checks. The consensus of the Board was that two signatures should be required, and that the bank should have three signatures on file. Although the DLA account information has been sent to the work address of past treasurers, it was decided that our account mail should be sent to the DLA Post Office box, where a DDL employee (Sonja Brown) will then send the checks to the treasurer (Pauly) and the statements to the past president (Peggy). The past president should review the statements.

Margie asked for approval of Rebecca Knight as the second signer on checks with Pauly. Marilyn Kulkarni made the motion, it was seconded by Carol Fitzgerald, and the motion passed. A discussion about the third signature that should be on file concluded that a person from the budget committee could be designated after the committee positions are assigned.

DSLMA Grants: Margie explained that two recipients of DSLMA grants last year were promised \$200 but were only given \$100. All unused DSLMA funds had been returned to the DLA treasury before the situation was discovered. DSLMA would like the Board's approval to withdraw \$200 in order to pay each grant recipient another \$100.

Carol Fitzgerald moved that \$200 be withdrawn from the DLA reserve fund so that the \$200 error in the promised grants can be corrected. The motion was seconded and approved. Margie will send a request to Pauly for the checks to be written.

Publicity: Rebecca requested that publicity for our joint annual conference be started. Margie agreed to start work on this within the week.

Adjournment

The meeting was adjourned at 5:30 p.m. The next meeting will be held at the Public Archives at 4:00 p.m. on Thursday, November 18, 2010.

Approved November 18, 2010

Mary Jane Mallonee
Secretary