

**Delaware Library Association
Executive Board Meeting
Delaware Public Archives
March 17, 2010**



In attendance: Julie Brewer, Margie Cyr, Peggy Dillner (President), Pauly Iheanacho, Terri Jones, Rebecca Knight, Mary Jane Mallonee, Annie Norman, Jane Stewart

Call to Order

The meeting was called to order at 4:07 p.m. by DLA President Peggy Dillner.

Quorum

A quorum of six required officers was present.

Minutes

Secretary Mary Jane Mallonee had previously distributed the minutes of the January 20 meeting via e-mail. The minutes were approved as written. Peggy had also distributed an addendum to the meeting on January 21. Approval was given via e-mail after the January meeting to proceed with plans for Snapshot Day, sponsored by the Public Relations Committee.

Treasurer's Report

Treasurer Pauly Iheanacho presented a correct account of all DLA funds as of the end of February 2010, plus a copy of the check liquidating the Merrill Lynch account for \$37,763.07 which has been deposited in the DLA Scholarship Fund now with the Delaware Community Foundation. There are no current officers' names listed on the fund; this should be fixed.

Annie Norman asked whether there is an official policy about how often and how many scholarships should be awarded. Rebecca Knight answered that currently there is no policy. The Helen Bennett Scholarship is now a \$6,000 grant. Peggy suggested that the Scholarships and Awards Committee should study our scholarship criteria and revamp our policies, perhaps by the fall of 2010. She also suggested that multiple awards for each scholarship could possibly be decided by the Executive Board after reviewing recommendations of the Scholarships and Awards Committee.

A question was asked about the minutes of Executive Board meetings, or at least major decisions made during Executive Board meetings, being posted on the DLA website. No conclusion was reached.

Report from Past President Rebecca Knight

Rebecca, the DLA webmaster, said that even though the University of Delaware is making changes to its website, the DLA website may be able to be hosted on the U of D server as it is now.

Report for ALA Councilor Carol Rudisell

Peggy reported for Carol that even though Delaware is so close to Washington, DC, there are no duties designated to Delaware by ALA during the summer Conference. There are also no duties defined yet for Delaware on Advocacy Day, June 29.

Vice President/Program Chair's Report

Margie Cyr reported that the Annual Conference is planned for 12:30 p.m. until after dinner with the keynote speaker on Thursday, April 29. The conference is well balanced and has something for everyone. Fees for the conference had to be raised this year in order to break even. Margie emphasized how wonderful the Conference Committee was and read the names of the committee members: William Simpson, Jon Jeffrey, Marilyn Kulkarni, Marie Cunningham, Maureen Miller, Sonja Brown, Patty Langley, and Kathy Graybeal. She was especially pleased with the registration form designed by William Simpson and Jon Jeffrey.

Disseminating information about the Annual Conference may be a problem because it will all be done via e-mail, and members are already inundated with too much e-mail to read. Denise Allen has e-mailed the conference announcement to all school libraries, Terri Jones has sent it to all public libraries, and Annie Norman has sent it to all Friends organizations. Julie Brewer said she would send the announcement to Lyris. She mentioned that DLA has many institutional members this year. Terri Jones suggested that our conference announcement should be sent to the Maryland and Pennsylvania Library Associations.

Report from Terri Jones, CSD President

Terri stated that Elluminate cannot be accessed in the New Castle County library system. The 2010 Blue Hen Book Awards were made on the first Saturday in November, 2009. Five picture books and five chapter books were nominated for the award. Terri is currently working on a summer reading program. Peg clarified that the Diamond State Reading Association awards program is for school libraries and the Blue Hen Book Award voting is done in public libraries.

CRLD Report

Peggy reported for Janet Chin that approximately 40 people were expected at the March 18 program at the Hagley Library and Museum.

Report from Jane Stewart, DSLMA Co-President

The division held a meeting yesterday via Elluminate. There has been difficulty getting members for the group.

Handbook and Bylaws Report

Peggy received today the changes suggested by Christel Shumate and her committee. The bylaws are very outdated, but changes will not be ready to be presented at this year's annual conference. Ballots will be mailed out one month before the conference. Next year's conference is tentatively scheduled for May 5, 2011.

Margie asked how new committees are formed each year. Peg explained that the vice president either asks current chairpersons to continue on another year or asks new people to chair committees. Committee chairs and members should be in place by July. The DLA year runs from conference to conference; the membership year runs from January to December.

Intellectual Freedom Report

Peg reported for Donna Reed that nine of 19 school districts responded with copies of their book selection policies. Donna will send a second letter requesting policies from the schools that did not respond.

Legislative Action Report

Rebecca Knight reported for Jim McCloskey that Delaware Library Legislative Day's advocacy workshop will be held on April 22 in the Old State House on The Green in Dover.

Membership Report

Julie Brewer had distributed the DLA membership profile as of February 19, 2010. Her "Green Challenge" to the divisions to renew by mailing in membership forms that had been sent out electronically was won by CRLD, with a 62% renewal rate. Julie has also instituted a new practice of notifying members via e-mail when their application is received. Rebecca asked about the drop in membership from 129 in March 2009 to 102 in February 2010, but there was no immediate explanation. Many members renew when they register for the annual conference, so aligning the membership year with the conference year might avoid the dip in membership.

Peg brought up some other issues, such as raising DLA dues. According to our current bylaws, any increase in dues must be recommended at one conference and then be voted on at the next. Is there a need for a Continuing Education Committee? The divisions seem to have taken on the responsibilities for their own yearly programming. Annie Norman recommended that DLA and the Division of Libraries should not be duplicating efforts or activities in such a small state with limited resources. Julie mentioned that the Jobs Webpage Committee (Julie) still exists and that income is being generated from the posting of jobs on the DLA Jobs Page.

Nominating Report

Peg reported for Suzanne Smith that Patty Langley has agreed to be nominated for Vice President/President Elect. Pauly Iheanacho has agreed to run for a 2-year term as Treasurer in order to place the Treasurer's term back on track to be elected in even-numbered years. Rebecca moved that this report be accepted, and the motion was passed.

Public Relations Report

Peg reported for Patty Langley that the date has been set for Snapshot Day in Delaware libraries: Tuesday, October 19, 2010.

Publications/DLA Bulletin Report

Peg announced that Monifa Carter would be the incoming chair of this committee. Rebecca reminded the Board that the issue of the *DLA Bulletin* after the annual conference should include reports from the divisions.

Scholarships and Awards Report

The committee, chaired by Kathy Graybeal, submitted written reports nominating the following recipients for awards and scholarships:

Distinguished Librarian Citation: Peggy Dillner, Carol Fitzgerald
Distinguished Service Citation: Secretary of State Jeff Bullock
Delaware Library Association Citation: Cathy Wojewodzki
Charlesa Lowell Scholarship: Jill Swain
Grace Estelle Wheelless Scholarship: Rebecca Hayden

Margie moved that these nominations be accepted, and the motion passed.

DLA Directory

The committee, headed by Margie Cyr, met and decided that the new directory should not be as detailed as the former directory. The first directory was published in 1974; the last edition was published in 1994. The committee will ask libraries to submit information by June 1 and will work until the directory is completed. Terri Jones and Jane Stewart are currently on the committee; a new chair will be needed when Margie becomes DLA President. There was discussion about how to obtain information from libraries electronically and add it to whatever database is set up.

New Business

Peggy brought up the possibility of a bus to ALA in Washington, DC, for Advocacy Day on June 29, which is also Drill Team Day. There is no state money available and no DLA money, either. Peggy will consult with Donna Reed and Christy Payne, who have arranged for bus trips in the past, whether hiring a bus for those willing to pay would be feasible.

Peggy is hoping that a DLA leadership conference can be scheduled in May after the DLA Annual Conference or in early June. She would like the discussion to focus on the big questions of dues, income, and bylaws, plus the sharing of insights and historical perspectives. The conference could be a half day or whole day and should involve both outgoing and incoming board members. A discussion determined that a weekday evening, probably a Thursday, from 4:00 to 9:00, including dinner, would be the best time. Tentative dates of May 20 or June 3 were suggested, and Peggy will send out an e-mail questionnaire to determine the final date. Rebecca has some information about new officer orientation, and she would like to see the leadership conference be a workshop where officers and division leaders and committee chairs learn how to do their jobs.

Peggy reminded board members about annual reports. Ideally, one print copy should be submitted to the DLA secretary for the archives, and an electronic copy should be sent to

the webmaster for posting online. Julie recommended submitting reports to the website at least one week before the Annual Conference so that they will be available to everyone before the conference. In order to save time at the conference itself, Peggy is eliminating all oral reports.

Margie asked how division officers are elected. Members explained that nominations are presented at the division meetings at the Annual Conference, and officers for the coming year are elected then.

Terri Jones inquired about a template for the DLA letterhead. Rebecca stated that it was located on the Executive Board page of the DLA website under Resources.

Adjournment

The meeting was adjourned at 5:45 p.m.

Approved July 15, 2010

Mary Jane Mallonee
Secretary