

**MALiA Executive Board Meeting**  
**Friday, September 13, 2013**  
**Wytheville Public Library**

**MINUTES**

**Members present:** Lorraine Abraham (Emory & Henry College), Amanda Bailey (Washington County Public), Jan Beck (West Davidson NC Public), Josh Frazier (Carroll County High School), Cathy Hanshew (Business Manager), Jody Hanshew (Emory & Henry College), Jenny Horton (Lynchburg College), Janet Kirby (Emory & Henry College), Carolea Newsome (University of Virginia at Wise), J. Sara Paulk (Wythe-Grayson Regional), Naydine Shenk (New River Community College), Sandy Smith (New River Community College), Shannon Steffey (University of Virginia at Wise), Brenda Tester (Eastern Montgomery High School), Steve Vest (Botetourt County Public Library)

**Call to order:** The meeting was called to order at 10:30 a.m. by President J. Sara Paulk

**Minutes:** The minutes for the March 22, 2013 meeting were approved. *(Motion by Lorraine Abraham; second by Sandy Smith)*

**Financial Report:** Treasurer Janet Kirby handed out a copy of a proposed budget for FY 2014 and gave a report. Current balances in checking, savings, and the three CD's total \$64,469.67. Treasurer's report was approved. *(Motion by Jody Hanshew; second by Sandy Smith).*

**COMMITTEE REPORTS**

**Children's Young Adult Services:** Chair Amanda Bailey reported that they reviewed the summer reading programs at their last meeting. Their next meeting will be on November 15 and there will be a program on grants. Amanda also described a possibility for a future program: Robin Reed, who is out of Wisconsin, does a good program talking about children and libraries, K-12.

**Continuing Education (Programs):** Sara handed out a list of suggestions that were provided by co-chairs Nan Carmack and Brandi Porter. The group discussed these as possibilities for a November program. The two that had the most interest were "Millions of Stories Waiting to be Found: Genealogy for the Non-Genealogist" (Presenter: Nathan Flinchum, Roanoke Public Libraries), or "One Tool to Rule Them All! – Choosing the Best Free Web Apps for your Organization" (Presenters: Nathan Flinchum & Hayley DeRoche, Roanoke Public Libraries).

**Scholarship:** Steve Vest reported that the Scholarship Committee received four applications in this cycle and each of the four was awarded a \$1,000 scholarship. The four that were awarded were from Hampton Public, Emory & Henry, Washington County, and Pulaski County. All were in different programs and met the qualifications. There is still \$2,000 left for the next cycle (deadline for that is November 1<sup>st</sup>).

**Contracts:** Contract administrator Carolea Newsome reported that the Materials contract is in mid-cycle. The current contracts for Supplies and Serials will end June 30, 2014, but each contract has a stipulation for an additional one-year renewal option. The Executive Committee will need to make a decision on the renewal option by the spring meeting. Carolea will be sending out a vendor evaluation survey after the first of the year. She really needs the feedback from this and encouraged everyone to respond. She also described a question she received from the City of Chesapeake regarding SCC (State Corporation Committee) numbers. Apparently this is now required of all state vendors. She is checking to see if we need to do anything about this. It may have already been taken care of through EVA.

**Membership:** Business Manager Cathy Hanshew reported that we now have 204 members. We have nine new members, including some from Kentucky, Tennessee, and North Carolina.

**Web Page:** Webmaster Jody Hanshew reported that the host is upping the software in the next couple of weeks, so there may be a little downtime. He asked that everyone let him know if there is anything that needs to be added to the MALiA webpage.

## **OLD BUSINESS**

Sara reported that there is a large box of print information (old minutes, etc.) that has been passed around to MALiA officers and suggested the possibility of scanning it and putting it on the webpage. The group agreed that this was a good idea and Sara has someone who can take this on as a project.

## **NEW BUSINESS**

Budget: several motions were made and approved. The three paid members were absent from the room for the first one. A motion was made and approved to increase salaries for both the Contracts Administrator and Business Manager from \$5750 to \$7000, and to increase the salary of the Webmaster from \$2000 to \$2500 per year. (*Motion by Lorraine Abraham; second by Sandy Smith*).

There was also a motion, made and approved, to increase the scholarship fund from \$6000 to \$8000. (*Motion by Lorraine Abraham; second by Naydine Shenk*).

A motion was made and approved to increase the Youth MALiA amount for North Carolina to \$2000 to match the amount given to Youth MALiA in Virginia. (*Motion by Lorraine Abraham; second by Sandy Smith*).

There was some discussion about providing some funding for the Library Leadership Institute in North Carolina (similar to the one in Virginia). Jan Beck explained that it is open to persons who are library employees and members of the North Carolina Library Association. The institute takes place during even years and the cost is \$300 for four days. A motion was made and approved to budget \$300 to cover this cost. (*Motion by Jan Beck; second by Amanda Bailey*)

VASL meeting: Amanda Bailey will be presenting a talk at the VASL meeting in Williamsburg (November 7-9) and said that there is an option for an exhibit. She offered to have a table for MALiA if we would like to provide some materials for display. She would pay for her hotel and the exhibitor fee. Amanda and Cathy Hanshew will check for materials to use at the exhibit table. A motion was made and approved to reimburse Amanda for her hotel and exhibitor fee expenses. (*Motion by Sandy Smith; second by Jan Beck*).

NCLA meeting: Jan Beck reported that the North Carolina Library Association will hold its annual meeting in Winston Salem from October 16-18. A motion was made and approved to use discretionary funds to place an ad for MALiA on their website. This was done in the past and resulted in an increase in membership from North Carolina libraries. (*Motion by Lorraine Abraham; second by Naydine Shenk*).

At this point in the meeting, a motion was made and approved to tentatively approve the budget. (*Motion by Brenda Tester; second by Janet Kirby*). Janet will re-do the budget to reflect all of the changes and will send it out via email to members of the Executive Committee for final approval.

Dates for future meetings: the committee came up with the following possible dates for future meetings:

Fall 2013 general meeting in November (dependent on program/speaker) – November 8 (1<sup>st</sup> choice) or November 1

Spring 2014 Executive Committee meeting – January 24 (1<sup>st</sup> choice) or February 7

Spring 2014 general meeting – May 16 (1<sup>st</sup> choice) or April 11

Summer 2014 Executive Committee meeting – July 18

Fall 2014 general meeting – November 7 (1<sup>st</sup> choice) or November 14

A motion was made and approved to adjourn the meeting at 12:15. (*Motion by Lorraine Abraham; second by Sandy Smith*)

Naydine S. Shenk  
Secretary