

**SWING  
Spring Meeting  
Galax Public Library  
April 17, 2009**

**MINUTES**

**Members present:** Lorraine Abraham (Emory & Henry College), Paula Alston (Montgomery-Floyd), Amanda Bailey (Washington County), Amy Bond (Lonesome Pine Regional Library), Sherry Bright (Buchanan County Public), Laura Bryant (Galax-Carroll Regional Library), Jane Caldwell (Emory & Henry College), Brenda Collins (Carroll County High School), Margaret Elsea (Sullivan County, TN), Ann Fisher (Radford Public Library), Trish Fore (Galax-Carroll Regional Library), Michael Gilley (Mountain Empire Community College), Patty Greany (Emory & Henry College), Cathy Hanshew, Kelly McBride (Russell County Public Library), Carolea Newsome (UVA-Wise), Dot Ogburn, Fran Preatt (Sullivan County, TN), Ellen Price (Sullivan County, TN), Debbie Robertson (Virginia Highlands Community College), Melissa Schutt (Richmond Public Library), Naydine Shenk (New River Community College), Sandy Smith (New River Community College), Barbara Stepp (MCPS/Blacksburg High School), Peggy Sutherland (Sullivan County, TN), Caroline Tesauro (Radford Public Library), Brenda Tester (Montgomery County Schools), Lisa Vassady (Radford University), Adam Webb (Wythe-Grayson Regional Library), Terry Wilburn (Public Library Charlotte, NC)

**Call to order:** The meeting was called to order by President Kelly McBride at 10:00 a.m. She introduced Trish Fore from the Galax Public Library, who then presented a program on Resources in Appalachian Studies. For those who were unable to attend, there is a list of the resources available on the SWING website.

At the conclusion of the program, the business meeting began, at approximately 12:00.

**Minutes:** The minutes from the October 23, 2008 meeting at VLA were approved (*motion by Lorraine Abraham, second by Adam Webb*).

**Financial Report:** Cathy Hanshew reported that SWING has a total of \$34,833.46, broken down as follows: \$1,999.88 (checking), \$12,235.14 (savings), \$10,217.62 (CD, earning 3.25%), and \$10,380.82 (CD, earning 4.50% and locked in at that rate until 2012). A motion was made to accept the report and was approved (*motion by Brenda Collins, second by Sandy Smith*).

### **Committee Reports**

Children's/Young Adult Services: Chair Carlene Poole was not present. No report.

**Continuing Education Programs:** Co-Chair Dot Ogburn reported on possible programs. The recent survey provided some ideas (listening skills, dealing with difficult patrons, web design, VISTA technology, marketing and public relations, accounting for non-accountants, customer service). The Library of Virginia may have programs available and Dot spoke to someone at SOLINET (Heather Dray?) about working out arrangements for possibly doing (online) training/classes through them. Julie Roberts is co-chairing this committee with Dot and will be taking over the program scheduling for the next year. It was suggested that we could put some of the options up on the SWING website for people to look at. As far a times for workshops or training, it was agreed that after June (maybe mid-summer?) might be a good time, although it is hard to get word out to the school librarians at that time. Dot said that she would try to find the library contact in each of the schools/school districts.

**Contracts:** Contracts Administrator Carolea Newsome passed out information to the group. The RFP for materials contracts beginning July 1, 2009 (through June 30, 2012) were posted on eVA on January 15, 2009. Carolea's report gave information and numbers on vendors who were contacted, responses, and the vendors who submitted viable responses. Each vendor was individually scored by Carolea, Julie Roberson, and Amy Bond. They met on March 19<sup>th</sup> to discuss their results and the consensus was that each vendor met the criteria. (The report showed all vendor abstracts). Baker & Taylor and Ingram were the two biggest vendors included. Carolea also reported that the Library of Virginia is going to join SWING. Everyone agreed that Carolea has done a great job on this and thanked her for all of her hard work.

She also said that "negotiation is an option". B&T and Ingram offer different types of discounts for different types of libraries. She thinks we could ask them to give us all the same discount. Another difference among vendors is that some charge for shipping and handling while others do not, and this might also be negotiable.

RFPs for serials and supplies will go out next year.

**Legislative:** Chair Janis Augustine was not present. No report

**Membership:** Business Manager Cathy Hanshew reported that we have 106 members. Dues for all members is \$150.00.

**Scholarship:** Chair Steve Vest was not present. There was no report but they are looking for scholarship candidates.

**Website:** Webmaster Jody Hanshew was not present. Lorraine Abraham reported that we have new software and the new listserv is up and running; members can sign up on the SWING website.

**Business**

Contract approval. A motion was made to accept the contracts as presented by Carolea, knowing that there will be negotiations for extended discounts. *(Motion by Brenda Collins, seconded by Laura Bryant. Motion was approved).*

Articles of Incorporation revision. It was necessary to change some of the wording in these to meet requirements of the IRS. Most of this had to do with what would be done with SWING money if the group dissolved. This was necessary to be certified as 501c3. It also means that we will have to re-do our by-laws to match what the IRS requires. A motion was made to accept them as amended and restated. *(Motion made by Lorraine Abraham, seconded by Paula Alston. Motion was approved).*

Elections. Positions open and the proposed slate of officers were: President – Lorraine Abraham; Vice-President/President-Elect – Barbara Stepp; Secretary – Naydine Shenk; Treasurer – Kelly McBride; School Representative – Brenda Tester (to replace Barbara Stepp); Academic (4-year) Representative – Lisa Vassady; and Scholarship Committee – Steve Vest.

In addition, Dot Ogburn will be going off as Co-Chair of the Program Committee, and Julie Roberson will be doing this next year (this is an appointed position). Janis Augustine would like to be replaced as Chair of the Legislative Committee. Janis is the “at-large” representative and her term is ending. Lorraine Abraham nominated Adam Webb for this position and he accepted the nomination.

Nominations were closed and a motion was made to approve the slate as presented. *(Motion by Brenda Collins, seconded by Debbie Robertson. Motion was approved).*

### **Announcements.**

No announcements were made.

### **Adjournment.**

A motion was made to adjourn. *(Motion by Paula Alston, seconded by Brenda Collins. Motion was approved and meeting was adjourned at 1:50).*

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Naydine Shenk, Secretary