MALiA
Executive Board Meeting
Monday, August 1, 2011, 10:00 a.m.
Wytheville Public Library

MINUTES

Members present: Lorraine Abraham (Emory & Henry College), Amanda Bailey (Washington County Public Library), Jan Beck (Davidson County, NC), Alan Bobowski (Rockbridge Regional Library), Drusilla Carter (Blue Ridge Regional Library), Brenda Collins (Carroll County Public Schools), Cathy Hanshew (Business Manager), Jody Hanshew (Emory & Henry College), Janet Kirby (Emory & Henry College), J. Sara Paulk (Wythe-Grayson Regional Library), Naydine Shenk (New River Community College), Sandy Smith (New River Community College), Barbara Stepp (Blacksburg High School), Brenda Tester (Eastern Montgomery High School), and (via Skype) Barbara Winters (Heritage Public Library)

Call to order: The meeting was called to order by President Barbara Stepp at 10:00 a.m.

Minutes: The minutes from the May 20, 2011 meeting were approved. *(Motion to approve by Brenda Collins; second by Sandy Smith)*

Financial report: Treasurer Janet Kirby reported that MALiA has a total of $52,365.31. Business Manager Cathy Hanshew reported that we have received the new MALiA checks, deposit slips, and stamp. She has changed the checking, savings, and CD accounts at BB&T to the new MALiA name and will be changing the CD at Peoples Bank this week.

COMMITTEE REPORTS

Children's/Young Adult Services: Chair Amanda Bailey reported that their group will be meeting late in August (25th or 26th) at the Montgomery-Floyd Library in Christiansburg. They are looking for a speaker for this meeting, as well as another one for their March meeting. They are hoping to find a speaker who will pull in more of the media people.

Continuing Education Programs: co-chairs Alan Bobowski and Drusilla Carter reported that they were going to meet following the Executive Board meeting to begin planning for upcoming programs. Several program ideas were suggested: "green" libraries, "black belt librarian" (library security), or ethics & leadership.

Janet Kirby also reported that the Mending Workshop went well. There were 8 people registered and because the group was small, they were able to get a lot of individual attention.

Contracts: Barbara Stepp went over a report sent by Contracts Administrator Carolea Newsome. Susan Fauver at the Library of Virginia has notified the contracted vendors of the name change from

SWING to MALiA. Members should utilize the contracts as they normally do, making sure that the contracted discounts are provided. If there is a problem, please notify Carolea so she can work through any issues that arise.

 All MALiA contracts are current and in effect. The current library materials contracts will be in effect until June 30, 2012. The renewal process for the upcoming materials contracts cycle will begin in January 2012. The serials and subscriptions contracts as well as the supplies contracts will be in effect until June 30, 2014. All MALiA contracts are in compliance with state regulations and all members are eligible to utilize the contracts. In addition, contracted vendors are members of eVA, Virginia's electronic purchasing system. A comprehensive list of the current vendors, vendor contracts, information concerning the contracts process, FAQs, and other pertinent information can be found on the MALiA website. (Further information on the contracts and North Carolina member libraries is under New Business)

 Membership: Business Manager Cathy Hanshew reported that we now have 167 members. There are 13 new members for 2011-12. Some members still owe dues but have until Oct. 31 to pay them. She sent out new W9's to every library on the list from last year and to the new ones for this year. New MALiA membership invoices were sent to those libraries who haven't paid their dues yet.

 Scholarship: Chair Stephen Vest is on vacation but sent a report that there were no new applications. The next deadline is November 1, 2011. The group discussed scholarship amounts and the idea of creating an endowment for the scholarships, but that idea was dropped because of the current state of the economy. Another suggestion was that the Scholarship Committee consider coming up with some recommendations for use of the scholarships for re-certification. Lorraine Abraham agreed to work with Steve Vest and Kelly McBride on this. After all of the discussion, the following motion was made and passed:

 We move to increase the amount of the scholarships from $500 to $1000 (effective by November 1, 2011) and to present this motion for a vote at the fall general meeting. *(Motion made by Brenda Collins; second by Jan Beck)*

 Legislative: There was no report from Chair Cy Dillon for this committee.

 Webpage: Webmaster Jody Hanshew reported that the new MALiA website is up and running at malialibrary.org. He requested that people notify him if they see SWING still showing up anywhere on the website. The listserv is still not up and running. It was being hosted by Emory & Henry and there have been problems because of the software. Right now, the billing list is being used to send important announcements. It was suggested that we try using Google Group. Drusilla Carter has used this and said she would work with Jody to set it up and work around some problems she came across (firewall issues, etc.)

OLD BUSINESS

Cathy reported that the annual paperwork has been filed with the Secretary of State.

NEW BUSINESS

Ads to announce the name change: the group went over some ideas for promoting the new name (key chains, pens, magnets, clips, calendars) and discussed places where these promotional materials could be distributed. One idea was to have them included in bags distributed at these meetings: VLA (October 27-28), VEMA (November 17-19), North Carolina Library Association meeting Oct. 5-7 in Hickory, NC), Virginia's meeting for para-professionals. Positive Promotions and 4 Imprint were two companies mentioned for purchasing these items. Board members agreed to contact the various organizations to get a count on how many bags they would be distributing. (VLA - ?, VEMA – Brenda Collins, NCLA – Jan Beck, para-professional group – Amanda Bailey). The following motion was made and passed:

We move to order & distribute promotional materials (pen & magnet?), and to place advertisements in various library organization's publications to announce the name change from SWING to MALiA. *(Motion made by Brenda Collins; second by Drusilla Carter)*

E-procurement process for North Carolina government libraries: one of the North Carolina libraries (Cape Fear) wanted to know if we could sign up for their e-procurement system in order for them to be able to join MALiA. According to them, we have to be "in their system" for their government to write us a check to join the organization. Cathy Hanshew and Janet Beck agreed to work this out.

Fall general meeting plans: We need to come up with a date, a location, and program for this meeting. Several dates to avoid: Oct. 5-7 (NCLA meeting), Oct. 27-28 (VLA meeting), Nov. 6-9 (DOE meeting in Roanoke), Nov. 17-19 (VEMA meeting). The date we decided on was October 14th and a possible location would be Drusilla Carter's library in Martinsville. She will check their calendar to be sure this will work. Several people made suggestions for programs (a judge from Patrick County who writes mysteries, John Hart-author of Iron House and King of Lies). The Continuing Education Programs committee will get together to finalize the program and design a flyer to advertise it.

Next Executive Board meeting: The group agreed to meet again on December 2, 2011 at the Wytheville Public Library at 10:30 a.m.

ANNOUNCEMENTS

Janet Kirby distributed copies of a new "cover form" that she designed for expense reimbursements. After some discussion, the following motion was made and passed:

We move to increase the mileage rate from .48 to .50/mile *(Motion by Sara Paulk; second by Lorraine Abraham)*

ADJOURNMENT

The meeting was adjourned at a 11:50.

Naydine Shenk
Secretary