

Wyoming Library Association  
Executive Board Minutes  
February 11, 2021

**Call to order**

President Jacob Mickelsen called the meeting to order at 10:02 am.

**Roll Call**

Board members present:

Jacob Mickelsen, President  
Jeff Collins, Vice President  
Caitlin White, Legislative Committee Chair  
Elizabeth Thorson, Communications Advisor  
Jamie Markus, State Librarian  
Johanna Tuttle, Interest Groups Representative  
Judi Boyce, Member-at-Large  
Katrina Brown, MPLA Representative  
Michelle Boule, Member-at-Large

Also present:

Kristin Evans, Amigos Library Management Group  
Keith Gaertner, Amigos Library Management Group

Board members absent:

Abby Beaver, Past President  
Janice Grover-Roosa, ALA Coordinator

A quorum was determined to be present.

**Agenda**

Jake suggested two items to add to the agenda – 1. to add a signer to the US Bank account and 2. to schedule a special meeting to approve changes to the bylaws. Katrina motioned to approve the agenda with those additions, Michelle seconded. The motion passed.

**Approval of December Minutes**

Katrina motioned to approve the minutes, Anna seconded. The motion passed.

**President Report**

Jake had nothing to add apart from items that would be discussed later in the agenda, and added his information as each topic was discussed.

**Amigos Report**

Kristin has been working on the cleanup of rolling memberships and the auto-renewal system. She is working with US Bank to get autopay set up. The account was not set up correctly by US Bank when it was opened, which was an error on the bank's part. She also reported that 1099s have been completed. The membership subcommittee has been reviewing the

membership/registration page. Kristin has been setting aside lapsed members that have not been active in two years. Financials will be in at the end of next week.

### **Vice President Report/Conference**

Jeff attended the ALA chapter leaders forum last week and came away with two recommendations. He suggested we look into updating the guide star profile. He isn't sure whether it applies to our group or not but expressed that it should be looked into. He also mentioned that the Virginia Library Association transitioned to an institutional membership as their primary membership and thought that would be worth looking into for WLA (Vla.org). He reported that they have had good results with it increasing their membership numbers and participation. Michelle suggested that there would still need to be an option for individual membership as her institution doesn't pay for memberships.

Jeff also reported that the conference program subcommittee met earlier this week. Members include Brian Greene from the state library, Anna Street, and Judi Boyce. Jeff is working on getting additional participation from other representative groups. The group is making progress, and planning to meet again in two weeks, then monthly. Johanna will reach out to the youth services group to find a volunteer. Katrina recommended adding someone from academic libraries. She will reach out to that group to get someone involved.

### **Governing Board Member Reports**

#### **Past President –**

Abby was absent. Jacob mentioned that they had learned there would be no problem to get a refund from Clarion in Casper. They are being bought out by another hotel chain, but invited the group to return in the future.

#### **ALA Councilor's Report –**

Janice was absent.

#### **MPLA –**

Katrina reported that MPLA decided to revive a tradition of having a "board choice" complementary membership. She chose Rachel Crocker from Albany County Library in recognition of the work she had done on the EDI committee. She thought we might consider doing something similar in the future. She said the thought behind the complementary membership is, "We think you would benefit from this organization and would have something to add to it." They find people tend to remain members after the complementary membership ends.

#### **WLLI Report**

Anna noted that quarterly online meetings are coming up, for WLLI. They are working on keeping grads informed. They have been holding quarterly meetings for the people who were accepted last year to get to know one another ahead of June's retreat and would like to add grads to that as well. She added that the first mentor meeting will take place this afternoon for the mentorship program. It will be a casual introduction and an opportunity to touch base to discuss

the program and see if people have met with their protégé yet. The protégés are also meeting together with each other for a get-to-know-you.

The WLA awards committee is also meeting soon to work on Lifetime Achievement award.

### **Interest Groups –**

Johanna reported that school library interest group is meeting tomorrow. The chair just joined the legislative committee so she is encouraged that this will help create a centralization of what's happening. Youth Services Librarian meetings are coming up soon. This provides an opportunity for members to reach out and collaborate on upcoming programming, and to discuss the craziness of the last year in regards to the pandemic.

### **Members-at-Large –**

Michelle is also on EDI committee. She said they recently met to determine their goal for the future, in regards to what would be most helpful to libraries across the state.

They are working on surveys for the membership of WLA but also want to reach out to all Wyoming librarians to learn what they feel about the current status of applying the EDI. They also want to know what areas librarians feel that they need to learn so that the committee can determine what direction to take to best help librarians with the implementation of plans and trainings. A similar survey is being developed for directors.

The committee is also starting to build a set of resources to post for people to work through. They discussed adding training links to the email that Thomas Ivie sends out, listing educational resources for people to work through. Michelle had a question about whether the EDI statement has been posted, and members notified of it. They wanted to make sure that it would be announced. Jacob noted that an email from Conrado announced it to members this morning. Jacob wants it posted on the social media outlets right away and will look into that. Anna mentioned she sent it to everyone in her library system since there may be people that aren't on the listserv. She encouraged everyone in management to make sure to get it out to their people.

Michelle also reported that the Wyoming Librarians Discord is up and running. She encouraged anyone who is interested to join.

### **Legislative Committee –**

Caitlin reported that the committee met yesterday with lobbyist Sherlyn Kaiser. They are particularly watching school finance bills. She's tracking around 15 bills she thinks might be important. Melissa Snyder joined the committee as a school librarian representative. Melissa is interested in presenting testimony to share the importance of school libraries with the legislators.

Legislators will be going into session in person beginning on March 1. The Legislative Committee still thinks a reception in person at the state library is not wise, but came up with an idea to present a lunch from WLA. They are looking into the possibility of also doing a presentation at that time. Jacob noted that the \$1000 is still in the budget, so it would be possible to use that for a catered lunch. Katrina wondered if the thousand dollars would be enough since in the past most of the food for the legislative reception was pot luck. Caitlin wanted to at least

get on the calendar and check prices. Jamie recommended the board give Caitlin the ability to go ahead with this. He anticipated a cost of \$2500 - 3000.

Caitlin will also begin sending weekly emails to report on legislation as it progresses through the session on March 1.

### **State Librarian –**

In response to the earlier discussion on the EDI statement, Jamie said the committee should contact Thomas Ivie or Paige Bredenkamp to get the training links added to the list. He also reported that EDI session information was set to library director list yesterday.

Paige is working on advocacy kits for school boards that can be used on the local level. He noted that school districts control decisions related to school libraries, and often items get cut from budgets with no prior warning. The kits will help advocate for the importance of school libraries. Jamie added that trustee training is ongoing.

The state library may ask WLA to be a more strategic partner for training opportunities. Currently \$2 million minimum has been set aside for every state agency and he should know by the next WLA board meeting if there will be additional stimulus funds. He's looking for ways to contract with WLA to spend the money to get it to the libraries. There is an additional federal funding opportunity for public library infrastructure, set at \$10 million minimum for each state to support buildings in the state.

Jamie reported that we are now earning interest on our library account, the balance of which is currently around \$100,000. The exact amount has not been determined, but in the past it has been 2-4%. He also reported that they have looked into fundraisers for nonprofits, but that we don't qualify because we're not a 501(c)(3). However, they will keep an eye on future funding and call and ask (as they have in the past) when possible opportunities become available.

### **Communications Advisor –**

Commenting on an error message someone in the group received when trying to sign up for one of the email lists, Elizabeth mentioned that she will look into becoming more familiar with how the lists are set up. She will look into the reason for the error message. She has been part of the group working on the membership renewal web page and they have discovered that there are bigger issues that might need to be brought to the WLA board, possibly requiring changes to the bylaws.

### **Other Business –**

#### **US Banks account signer**

Jacob recommended Jeff be added as a signer on the US Bank account, as he is the Vice President and also lives in Cheyenne, where the bank is located. Judi made the motion to add Jeff as a signer. Michelle seconded. The motion passed.

Jacob asked Caitlin whether to write the check to lobbyist Sherlyn Kaiser or to her firm. Caitlin will check with Sherlyn and let Jacob know.

### **Special meeting for bylaws vote on secretary/treasurer**

Jacob asked what everyone's preference would be on whether the secretary/treasurer position would be a voting member of the WLA Executive Board. Johanna raised the concern that adding another voting member would make the board an even number, which could potentially end in a tie vote. She also noted that this position has not traditionally been a voting member. Katrina mentioned that if they are elected they should have a vote, but if they were appointed, they should not. Jacob asked if we need to have the exact proposal or whether it can be amended when it is discussed with the wider WLA membership. Jamie answered that we can amend it at the meeting if there is a quorum. There was discussion on whether to send out a survey, but Jamie expressed that the membership would probably look to the board to make the decision. Katrina agreed that the board should make the recommendation. Jacob said he is not worried about a tie. He likes the representative aspect, and thinks it should be an elected position and they should have a vote. Johanna agreed. She suggested that by running for the position, the person would have more of a commitment to stay through the 3 years. Katrina pointed out they are typically neutral and making them a voting member changes that. Having been a secretary/treasurer, Anna said she was torn and felt a little uncomfortable getting into a tie position potentially. She pointed out that although we haven't had any recent split votes, we might be facing some decisions in the future that could be difficult. She pointed out that we have to think of potential issues, and there needs to be a person that would break a tie. Judi pointed out advantages of having the person be appointed to the position, because it enables the board to select the most qualified person. She preferred keeping the odd number of voting members. Jeff pointed out that we don't have to decide today. Jacob said we need a month notice for a special meeting so we should schedule for 45 days out and give members a chance to decide what each person prefers. Jacob suggested making the final decision by March, then schedule a special vote in April. Johanna noted that the bylaws committee would need to look at it as well.

### **Date of Next Meeting –**

The next meeting will be March 11, 2021 at 10 am.

### **Adjourned –**

The meeting adjourned at 10:54.

Respectfully submitted,  
Judi Boyce  
Member-at-Large