

Wyoming Library Association
Executive Board Meeting
Wednesday, September 28, 2011, 8:00 – 10:00 p.m.
Yellowstone Room, Little America, Cheyenne

Present: Sue Knesel, Sukey Hohl, Laura Grott, Jamie Markus, Isabel Hoy, Deb McCarthy, Tracey Kinnaman, Erin Kinney, Mary Rhoads, Patty Myers, Bill Nelson, Kristin Herr and Steven Boss.

Call to Order: Sue Knesel, president called the meeting to order at 8:00 p.m. with the majority of the board present. After introductions, there were a series of President's Announcements:

- 1 – Interest groups provided a variety of programs for the annual conference;
- 2 – Sue attended Cindy Hill, State Dept of Education, meetings on behalf of WLA and our school library connections and will continue to attend those meeting to maintain that library and education connection;
- 3 – Sue responded to ALA requests for information on the loss of lobbyists and numbers in the State Association;
- 4 – It proved to be a good year of building from the Crossroads plan created by Jamie Markus and Cynthia Twing; congratulations to all.

Approval of Minutes: Two corrections were made in the January 26, 2011minutes, (Bill Nelson spelling and ALA counselor expenses). ***Sukey Hohl made the motion to approve the minutes as corrected; Jamie Markus seconded, and the motion passed.***

Financial Report: Laura Grott reviewed the checking account, profit and loss, and balance sheet. She talked about the improvement in cash flow, Quickbooks adjustments, and the use of the Reserve Accounts for interest. Laura said there were 39 vendors, a normal number, but 5 years ago there were 50 vendors. The cost of Conference at Little America is \$25,000, while Casper's Parkway is about \$18,000.

The member Audit was 10 check follow-through conducted by Isabel Hoy and Susan Mark; one check was verified by WSL. She recommended: 1—password security for Jamie, Laura and the WLA president; 2 –closed records with changes recorded in a journal; 3 – official audit costs about \$10,000 every five years; but a CPA said No, it is not necessary. The Audit process is effective, and our audit is good. IRS EZ done by an accountant for "limited engagement" or "formal arrangement" or "bylaw arrangement" as needed is to be continued. It was suggested that perhaps Sukey follow-up on this.

Reports/Interest groups/Committees:

Jamie Markus and Mary Rhoads reported on the Interest groups activity and involvement in conference as busy & good.

Quickbooks group report from Karen Hopkins had great programs.

Interest group announcements post conference – only about half sent reports for posting.

YA interest group is gone; Tracey reported the lack of interest hurt.

Library Leadership is alive and well.

Tech Services is alive and well.

Children's Summer Reading Programs collaborative is active. Scholarships from public section help.

Old Business:

2011 Conference Program report from Sukey, Erin, Kristin reported that Susan Wynne, UW, will do the evaluation. There were 7 break out rooms for the meeting plus the vendors space with hospitality tables included in the vendor area. Questions for next year include streamlining the forms and ask members where they prefer to go. 2011 Cheyenne has 245 members in attendance; 2010 Laramie had 279, and the last Casper annual had about 250.

Credit Card payment has been dropped and replaced with Pay-Pal which has worked perfectly with much lower fees.

New Business:

2012 Conference planned at Parkway Plaza, Casper, is under direction of Deb McCarthy and Erin Kinney. Website Fees for domain names will be reviewed by Erin. The SSL, super socket layer, will be dropped because we do not need it for credit card protection. For December, Erin will look into a password protected pdf for a WLA directory.

Voting—The Election advisor said there were 111 votes on line, a great turnout. A Governance change requires a bylaw change, a domino effect for election changes with the electronic voting. A Friday vote was discussed. A letter had been sent to WLA members with proposed by-law changes for dues and nominations.

Library Leadership Interest Group is requesting committee status.

Conference dates and locations for 2013 and 2014 are not yet defined. 2015 is Wyoming's MPLA year, and Cheyenne is favored as the best location for vendors and travelers from other MPLA states.

Race to the Top Grant requested a letter of support from WSL to demonstrate the need for children's librarians for early literacy and reading readiness for pre-K children.

Sukey said she hoped an interest group representatives will be appointed by November 10 for the next Executive Board meeting.

With no other business before the Executive Board, the meeting adjourned into an Executive Session for review of an update to the job description and contract for the Executive Secretary.

Notes from Patty Myers