

WASHINGTON LIBRARY ASSOCIATION

Retreat and Planning Session

June 7-8, 2002

Dumas Bay Retreat Center, Federal Way, WA.

Reported by Liz Hawkins, Secretary

Attending

Gail Willis, WLA Office, Association Coordinator
Carol Schuyler, Kitsap Regional Library, President
Liz Hawkins, Everett Public Library, Secretary
John Sheller, King County Library System, Vice President
Monica Weyhe, Yakima Valley Regional Library, Treasurer
Angelina Benedetti, King County Library System, Outgoing CE Coordinator
Jennifer Merry, Son-Isle Regional Library, CE Coordinator
Robert Roose, Spokane Public Library, CDIG Chair
Jennifer Ashby, Asotin County Library, SAM Chair
Marilyn Sheck, Seattle Public Library, Grassroots IG Vice Chair
Lynne King, Highline Community College, WALE IG Chair
Mary Mackintosh, DeVry University, LINK editor
Taylor Stoneback, Highline Community College, WLA Membership Chair
Cameron A. Johnson, Everett Public Library, Alki Assistant Editor
Joy Neal, North Central Regional Library System, 2003 Conference Program Chair
Susan B. Madden, Retired, ALA Chapter Councilor
Jan Walsh, Washington State Library, Acting State Librarian
Laura Boyes, King County Library System, Coordinator, Strategic Planning
Kay Vyhnanek, Washington State University, PNLA Rep.
Bonnie Taylor, Mid-Colombia Library, WLFTA
Sandy Carlson, Kitsap Regional Library, Conference 2004
Martha Parsons, WSU Energy Library, Webmaster
Mary Stillwell, Washington State Library, WALT Chair
Sue Anderson, Eastern Washington University, TSIG Chair
Jennifer Meyer, Spokane Public Library, CAYAS
Jerene Battisti, Renton Public Library, CAYAS Chair
Jan Sanders, Spokane Public Library, Federal Relations Coordinator
Catherine Haras, UW Suzzallo-Allen, PR Committee Chair
Jinny Burns, Timberland Regional Library, IFIG Chair
Tim Mallory, Timberland Regional Library, RIG Chair
Troy Christenson, Eastern Washington University, Coordinator of Communications
Cecilia McGowan, King County Library System, IG Coordinator
Laura McCarty, Co-Chair Library Legislative Day 2003
Jonathan Betz-Zall, City University, Everett, SRRT Chair
Elena Bianco, Shoreline Community College, Election Committee Chair

President Carol Schuyler called the meeting to order at 1:00 p.m.

Motion: Moved to amend the agenda to permit acting State Librarian Jan Walsh to report on the state of affairs at WSL.

Moved: Susan Madden

Seconded: Cecilia McGowan

Passed unanimously

State Library: Jan Walsh, acting State Librarian, to report on WSL. The State Library Commission met 6/06/02 and established 7/01/02 as the effective date of the merger with the Secretary of State. Jan has no information regarding a budget for the State Library but remains optimistic through a smooth transition.

They experienced 28% in cuts, including a reduction in force while increasing service with two additional open hours daily. She spoke of several changes and improvements and changes under way. She stated it is essential for the State Library to redefine its unique position to overcome the perception that it duplicates other services. She thanked the Association for support and assistance during this difficult time. She invited members to share their concerns, suggestions, and criticisms. A "State Library Summit" is scheduled for 6/25/02.

Strategic Plan: Laura Boyes led a review of the Association's Strategic Plan. Those present pointed out completions, corrections, edits and additions. Thanks were extended to Laura for her work on this project.

Introductions: At 3:30 p.m., the assembly returned to the original agenda with introductions around the table. President Carol Schuyler reminded all that only elected members of the Board may vote and that offices change at the annual Conference. However, all present may participate in discussions.

Approval of the Minutes of April 17, 2002: Liz Hawkins. Minutes were approved with this correction: page 2, para. 5, last line, replace "Communications Council" with "Publications Council."

Motion: Move approval of the minutes as posted, with friendly amendment to correct.
Moved: Susan Madden
Seconded: Troy Christenson
Passed unanimously

Treasurer's Report: Monica Weyhe distributed a spreadsheet comparing line item expenditures FY 2001-2002 with draft budget 2002-3. She reported total assets of \$485,095, with 200% more interest income than budgeted.

Motion: Move acceptance of the Treasurer's Report.
Moved: Susan Madden
Seconded: Sandy Carlson
Passed unanimously

OLD BUSINESS:

Communications: coordinator Troy Christenson, presented two logo designs recommended by the PR Committee. The designs were among several designed by Kimberly Lambert, Desktop Creations, Seattle. The assembly accepted the recommendations, discussed their preferences and the reasons for choosing one over the other. The new logo was selected by a narrow margin.

Motion: Move acceptance of the two new logo designs as presented by the PR Committee and Coordinator of Communications.
Moved: Monica Weyhe
Seconded: John Sheller
Passed unanimously

Motion: Move the Board vote to choose one of the two logos presented.
Moved: John Sheller
Seconded: Monica Weyhe
Passed unanimously

Motion: Move to accept logo design #2.
Moved: Monica Weyhe
Seconded: Jennifer Merry
Passed. 7 Y/5 N

PLA 2004: John Sheller reported that WLA would have table space in the Registration area for a display.

WLFTA: Bonnie Taylor reported the Friends Forum would meet in Ellensburg on September 28. Flyers and registration materials will be available this summer.

WLA Conference 2002: Gail Willis reported for Kristy Coomes, Conference Coordinator, on final numbers for WLA/OLA Conference 2002: 1,313 total registrants, WLA's share in profits = 43% (based on percent attending), expenses are not all in at this time but are "looking good," recommends the Conference not be at Doubletree next time, and WLA "subsidized" OLA with Gail's time because the agreement between the state associations was not complete before the Conference. She was asked, "Why hold a joint conference?" Her response: because the size of the conference allows more expensive programs, more vendors come, it's beneficial to see what's happening beyond our own borders, and a bigger conference can offer more variety and relevance.

WLA Conference 2003 in Yakima: moving right along, site has been selected, timeline established, and the committee is seeking speakers and programs.

WLA Conference 2004: joint conference with PNLA, August 7-11, 2004. Searching for a location for 450-500, considering Tri-cities or Wenatchee, discussing a theme.

PNLA 2002 Conference: Kay Vyhnanek reported the 2002 Conference, "Undaunted Courage – Librarians in the Mountain West," would be August 7-10, in Missoula, MT. All member organizations voted to support the developing Leadership Institute and to send representatives to attend. August, Missoula.

IFIG: Jinny Burns, Chair, presented the "Tip Sheet for Frontline Staff" to the Board for adoption.

Motion: Move to accept the Tip Sheet as presented.

Moved: John Sheller

Seconded: Susan Madden

Passed unanimously

NEW BUSINESS:

Treasurer: Monica Weyhe reported that the 2002-3 budget is basically a continuation budget with a few new items. WLA is solvent and holds restricted/savings funds for scholarships, Intellectual Freedom Issues, and interest groups as well as a reserve.

Motion: Move to approve draft budget for 2002-03 with a friendly amendment to increase the donation line by \$1,000 (to send to ALA Intellectual Freedom fund), and to increase the equipment and software line by \$500 (to purchase software for Alki editor).

Moved: Sandy Carlson

Seconded: Kay Vyhnanek

Passed unanimously

President: Carol Schuyler reported on the membership campaign, including several tactics that contributed to its success: PR support; telephone, email and other reminders. Alki and Link ads/inserts and making the form available on the Web to print will be used in the future. Discussion included appreciation for ALA's work on CIPA. Carol also reported that the I-School advisory Board meeting was a "very, very good meeting. There are some problems raising funds for the Beverly Cleary endowed chair. She is meeting with Carol Nelson, KOMO-4, regarding a possible partnership on a "For Kids' Sake" project. WLA sent flowers for the farewell reception for retiring State Librarian Nancy Zussy. Carol read a charming letter from Lisa Scottoline as a follow-up to a Conference event

WLA Coordinator: Gail Willis shared the membership statistical comparison year-to-date, with a reminder that WALT had not been voted in at the time.

Vice-President/President-elect: John Sheller, submitted a written report and spoke of interest in providing a workshop on local elections, targeted to Library Directors and Trustees, possibly in September. Several IGs may sign on as sponsors including SAM, WLFTA, and Grassroots. For the 2004 PLA conference, he is leading a Task Force consisting of Colleen Brazil (KCLS), Diane Cowles (SPL), and Gail Goodrick (KRL).

Continuing Education: Angie Benedetti, outgoing Chair, submitted a written memo on Future Issues and reported she has given the revised position description to Kristy. She spoke of the benefits of offering CE clock hours. Carol will create a Task Force. Angie reported 385 people attended pre-conference sessions.

IFIG: Jinny Burns proposed a “clearinghouse” or central “location” for banned books lists and requests for reconsideration on the web site. Shall the committee continue to work on this? Discussion concerned: need, new projects, and questions of duplication of efforts of Washington Association Against Censorship. The Board directed the committee to investigate creating such a web page.

WALT: Motion: Move to approve WALT (Washington Association of Library Trainers) as a new IG.

Moved: Cecilia McGowan
Seconded: Susan Madden
Passed unanimously

SAM: Jennifer Ashby reported on the proposed name change plus goals to increase membership, provide training and publish a newsletter.

Motion: Move to approve new name “SAM” (Supervisors, Administrators, Managers) from MAST (Managers, Administrators, Supervisors, Trainers).
Moved: Cecilia McGowan
Seconded: John Sheller
Passed unanimously

IG Coordinator: Cecilia McGowan reported that the Public Relations Forum had not met the criteria for remaining an interest group – no annual meeting at the conference, no programs, and no designated leadership. Members will be informed about the IG’s disbanding so they can choose an alternate IG.

Motion: Move to disband Public Relations Forum.
Moved: Cecilia McGowan
Seconded: John Sheller
Passed unanimously

Collection Development: Rob Roose reported the goals are to develop a web presence and to increase membership.

Grassroots: Marilyn Sheck reported the IG has 30 members and sponsored the successful Meet-and-Greet prior to Legislative Day 2002 and two well-attended programs at Conference. With WLFTA and IF, Grassroots co-sponsored a pre-conference workshop on how to get legislators’ attention.

WALE: Lynne King reported on the 2001 WALE conference in Bellingham, Oct. 4-6, ’01. WALE By-Laws have been changed so elections are held at the annual WALE Conference each fall. Holly Blosser, Ft. Vancouver Regional, is 2002 Conference Chair. The 2002 WALE conference will be Sept. 27-28, Vancouver, WA.

LINK: Editor Mary Mackintosh reported an assistant editor is needed.

Membership: Taylor Stoneback commented she is a new chair and has lots to learn.

ALKI: Cameron Johnson, assistant editor, reported Alki is seeking three Board members to replace three who are leaving. Carla McLean is the new chair. The July issue is underway. Cameron requested the Board approve purchase for the Alki editor of Adobe PageMaker 7.0 software package to improve and expedite layout. Cost will be approximately \$400. The LINK editor already has a copy of PageMaker, so it may be possible to purchase an additional user license rather than purchasing an additional copy.

MOTION: Move to approve purchase of Adobe PageMaker 7.0

Moved: Sandy Carlson

Seconded: John Sheller

Passed unanimously.

SRRT: Jonathan Betz-Zall reported SRRT has a web page on the WLA site. They have plans to create a list serve and are working on program ideas for 2004 Conference. Jonathan will present a program for PNLA: Libraries Build Sustainable Communities.

ALA: Chapter Councilor, Susan B. Madden, reported she would attend meetings at ALA Atlanta, addressing issues common among chapters, including recruitment and diversity, pay equity and certification. ALA and WLA are offering a reduced joint membership for students and ALA is offering a reduced membership for support staff.

Library Legislative Day: Laura McCarty, co-chair 2003, reported the date set: Thursday February 13, 2003.

Strategic Plan: Laura Boyes plans to send changes on the e-list so all subscribers can review.

Motion: Move to approve Strategic Plan 2002-03.

Moved: Cecilia McGowan

Seconded: Troy Christenson

Passed unanimously

PNLA: Kay Vyhnaneck spoke of the developing Leadership Institute. The 2002 conference will be in Missoula, MT, with the theme "Undaunted Courage: Librarians in the Mountain West," They've booked James Lee Burke and a performance by "Loggers Ballet" of Missoula.

WLFTA: Bonnie Taylor reported WLFTA is the second largest group in WLA. She reported new members on the Steering Committee: Chris Carrs, Friends of Steilacoom Library; Deborah Jacobs, Director, Seattle Public Library; Jim Grayson, Trustee, King County Library System; Floyd Hodges, Mid-Columbia Library System. Victoria Parker and Sharon Hammer continue on the Steering Committee. Patience Rogge, Trustee, Jefferson County Library System, was voted on the Committee.

WLA Web Site: Martha Parsons, Webmaster, reminded that officers and Interest Groups could have email accounts. (WLA is charged for them, but they have been budgeted.) Contact Martha to set one up.

WALT: Mary Stillwell reported WALT has elected a Steering Committee and the group is working on By-Laws. They will sponsor a program at 2003 Conference.

TSIG: Sue Anderson reported they are working on program ideas for 2003 Conference.

CAYAS: Jennifer Meyer reported CAYAS would have a booth at the Home School Conventions, in Puyallup in June, and a workshop in Bellevue in November, "Story Time Extras: Prop Shop." They'll hold a Graphic Novels Workshop in spring, '03. CAYAS twice presented a workshop by Patrick Jones, with record attendance both times. At WLA/OLA 2002, author Janet Stevens' presentation was "amazing."

Federal Relations: Coordinator Jan Sanders reported that she acts as a conduit or liaison for ALA in Washington, D.C. She attended Legislative Day in D.C. and visited all 14 offices of our state's Senators and Congressional Representatives.

PR: Catherine Haras reported on this proactive committee, which is working on media contacts, Friends Week and considering ideas such as “Stick Up for Libraries” post-it notes.

IFIG: Jinny Burns reported on the new link to IF documents on the WLA web site, mentioned also in the Conference issue of ALKI. They’re working with Martha and Cecilia on an IF page and email list.

Communications: Troy Christenson recognized several directives from the Strategic Plan and feels WLA needs a Mission Statement. There is a statement of purpose on the Web page but WLA does a lot of “stuff” for libraries in the state and should define who we are trying to get to and why. Troy suggests members send him ideas (troy@wla.org) and he’ll compile them.

RIG: Tim Mallory reported RIG is going virtual and has produced its last physical newsletter. The group will only meet at Conference and all other business will be conducted on the list serve. RIG needs a vice-chair.

Secretary: Liz reported she and previous secretary Karen Highum met. Karen turned over the files and offered welcome advice and tips.

IG Coordinator (also note separate report above): Cecilia McGowan reported on a successful February retreat, a “mini-refresher. She distributed IG evaluations gathered at Conference. Literacy IG is in transformation mode and needs both leadership and members. Bonnie Gerken (Sno Isle) and Theresa Gemmer (Everett P.L.) are forming an Outreach IG, working on naming the group, have proposed including LIT, and are planning a program for 2003 conference. LIT membership will be contacted for approval, which requires 50% of the members, and will bring the results back to the Board. Bonnie and Theresa plan to attend the September Board meeting. LIT By-Laws may require changes. Cecilia invited members to tour the web site now that many IGs have a web page. She reported that most use the e-list to communicate ideas.

Meeting adjourned at 8:14 p.m.

Motions:

To amend the agenda.

To approve the Minutes of April 17, 02.

To accept the Treasurer’s report.

To accept the two WLA logo designs recommended by the Public Relations Committee and Coordinator of Communications.

To vote on one of these two.

To accept Design #2 as the new WLA logo.

To approve purchase of Adobe PageMaker 7.0 for Alki editor.

To accept the draft budget. Amended to add \$1000 for ALA’s CIPA defense fund and \$500 for Adobe PageMaker.

To accept changes made to Strategic Plan.

To accept WALT (Washington Association of Library Trainers) as a new Interest Group of WLA.

To approve IFIG “Tip Sheet for Frontline Staff.”

To change the name of IG MAST (Managers, Supervisors and Trainers) to SAM (Supervisors, Administrators and Managers).

To disband the Public Relations Forum.

Saturday, June 8, 2002

Meeting convened at 9:00 a.m. Attendance was not taken. Those present worked on planning for 2003 Conference – a very involved and purposeful meeting.

Adjourned 12:00 noon.