

**WLA Board of Directors Meeting  
April 27, 2017  
Yakima Valley College**

**MINUTES**

**Present Board Members:** Brianna Hoffman, Craig Seasholes, Darcy Brixey, Phil Heikkinen, Christine Peck, Josephine Camarillo, Anne Bingham, Emily Keller, Shannon Adkins

**Present Committee, Division, and Section Chairs:** Danielle Miller, Nancy Ledebouer, Jeanne Fondrie, Sheri Boggs, Diane Huckabay, Leah Griffin, Aileen Luppert, Brian Hulsey, Marianne Costello

**Present Staff:** Kate Laughlin, Emily Jones, Carolyn Logue

President Hoffman called to order at 3:05pm with a quorum present.

**Minutes of January 30, 2017:** Motion made and seconded to approve the minutes from the November 16 meeting. Motion carried.

**Board Reports:** No follow up questions or comments at this time. All submitted Board reports are included at the end of the Minutes.

**Action Items from the President:** In accordance with WLA bylaws, Article 13, Section 1C: Emergency Interim Amendments, the President proposed a motion to pass emergency amendments to change the Fiscal Year and election terms as voted on in January's Board Meeting. Regarding Article 1, Section 5: Fiscal Year, Brianna made a motion to approve the new fiscal year to begin on the first day of January and end on the last day of December. The motion was seconded and the Executive Board voted in favor with a majority of seven votes. Motion carried. Regarding Article 5, Section 2, Board Directors, Brianna made a motion to change the timing of the elections and transfer of office at the conclusion of the annual conference or January 1, to align with the fiscal year. The motion was seconded and the Executive Board voted in favor with a majority of seven votes. Motion carried.

**Finance Committee update on Member Dues Assessment:** Phil Heikkinen, the interim Secretary Treasurer and Chair of the Finance Committee, recently participated in a meeting with members of the Member Services Committee to assess member dues and benefits, starting with institutional member dues. The Finance Committee will be consulting with public library directors and looking at other library associations similar in size to WLA to compare dues structures, as well as their lobbying contracts. It was recommended that a survey be sent to all membership regarding benefits and their expectations of membership. The committee plans to have their assessment ready for the public library directors meeting July 13-14. It was noted that institutional members will now be called organizational members.

**New Business/Action Requests:** Due to the change in fiscal year, the timeline for officer elections will move to align with the calendar year. Brianna asked officers whose terms would have expired in April to extend their service to December 31. Many said yes, and for those who were not able, Brianna will be appointing interim officers. Shannon Adkins is the new iSchool Representative and Chair of the Library and Information Science Section (LISS) and Phil Heikkinen is the new Secretary Treasurer and Chair of the Finance Committee. Darcy Brixey is the Chair of Awards and Elections and will be reaching out to

members soon about WLA Merit Awards nominations on May 1. Brianna and the Board are grateful to all those who volunteered to stay on for eight more months.

WLA lobbyist Carolyn Logue provided a legislative update. This past Sunday was the last regular session and the legislature is now in special session to discuss budgets, including the capital budget which includes the Secretary of State's \$5 million for a state library archives building. Funds for school libraries probably will not go into effect until the 2018 school year. She also mentioned a bill providing students at community and technical colleges with the costs of required course materials. ESHB 1719, which increased pathways to early learning, was signed earlier this month, and will add a representative from WLA to the Early Learning Council. There was discussion of whom to appoint and it was noted that the Board will need to learn more about the position and a timeline for the appointment to make an informed decision. Carolyn also mentioned that HB 1281, regarding library trustees, also passed, as well as updates on the Digital Citizenship Bill and HB 1595, concerning costs associated with responding to public records requests. She also mentioned that state librarian, Cindy Aden, is making appointments with congressmen to discuss government funding and the IMLS. Carolyn submitted a detailed report to the Board, which is included at the end of the Minutes. She also asks that if anyone is familiar with Innovative Approaches to Literacy funding initiative to contact her directly. WLA has also been working with Every Library to develop outreach and advocacy plans for how to save IMLS funding. Christine Peck, ALA Councilor, encourages everyone to register to attend ALA's Virtual Library Legislative Day and to contact their legislators the week of May 1-5.

Leah Griffin, chair of the Marketing and Communications Committee, presented the final draft of the revised Social Media Policy for review and approval. After reviewing policies from other organizations, they created a flexible document that allows for changes with the times but still provides guidance. It was suggested that they add a maximum cap for frequency of posts, however, since frequency will naturally increase during certain events, like the annual conference, the committee can revisit the policy again if it becomes a concern. While Twitter accounts have been created for all four Divisions, it was decided to begin with one and use representative hashtags, and the other accounts will be available for future use. Sections that already have Facebook pages will need to adhere to the policy, which will be communicated to their webmasters. It was noted that while the policy does not explicitly state that advocacy related content can be posted on social media, it falls under the stated guidelines. Carolyn offered to prepare legislative updates, and everyone is welcome to send items of interest to the WLA office who will forward to the appropriate channels. Concern was raised about the use of pictures with minors in them, and Brian Hulse explained that a system is in place to assume "fair use" of content from other organizations, and that they have done their due diligence. Brianna made a motion to adopt the new Social Media Policy as written today. The motion was seconded and the Executive Board voted in favor with a majority of seven votes. Motion carried.

Leah will not be continuing as Chair of the M&C Committee, and wanted to avoid a leadership change during the rebranding process. Alpha DeLap, who is the co-chair of the Sasquatch Award Committee, and a longtime social media contributor for the School Library Division, will be taking her place. The Board thanked Leah for spearheading the committee and for revising the policy.

Sheri Boggs, chair of the *Alki* Editorial Committee, explained that they are recruiting a new editor and seven committee members this summer. She also recommended that there be an assessment of *Alki* and its relevance to members. The last assessment was in 2012 when it was moved to an online-only

publication for budgetary reasons. It is time to reassess the format, e.g. is it best serving our members and getting high readership, is the editor stipend sufficient, etc.? A suggestion to have a limited run of print copies as a benefit to organizational members was mentioned, and it was noted that print copies would be good tools for lobbying purposes. The cost of publishing would need to be addressed as part of the overall assessment once the committee has found a new editor and members. The Board thanked Sheri and Frank Brasile, the *Alki* editor, for their work.

Brianna informed the meeting that Nancy Ledebauer, current co-chair of the Legislative Committee, will be stepping down from her position at the end of April and a new co-chair will be appointed. There will also be an assessment of the committee to ensure that all four divisions are represented. Brianna thanked Nancy for her years of service.

Emily Keller, the Academic Library Division Representative, gave a summary of her recent efforts to court the College Librarians and Media Specialists (CLAMS) and the Association of College and Research Libraries (ACRL) of Washington to join WLA. These groups are feeling the toll of trying to run everything on a volunteer basis, and they may be more sustainable in the long term if they team up with a larger association like WLA. It was noted that ACRL is a member of ALA, as is WLA, which is something that many members may not be aware of. Danielle Miller, chair of the Special Library Division, added that she recently met with the Pacific Northwest Chapter of the Special Library Association to discuss how they can also be a part of WLA. It was mentioned that WLA needs to determine how to best serve all of these groups, and in viewing the results of 2017 Library Snapshot Day, it is evident that we are already representing all kinds of libraries and services. The Board thanked Emily and Ahniwa Ferrari for pushing forward the conversations with CLAMS and ACRL, and to Danielle for her work with SLA.

Heidi Chittim, the PNLA Representative, brought an action item to the Board regarding a \$1000 sponsorship to PNLA for their LEADS leadership institute. This year it will take place October 22-27 in Port Townsend. PNLA asks its institutional members to give \$1000 to help defray costs for participants and to cover facilitator fees. Several WLA members have attended the institute, including Brianna, Jeanne Fondrie and Josephine Camarillo, and highly recommend it. The sponsorship can be viewed as an investment in future WLA leadership. Brianna made a motion to approve the \$1000 sponsorship for PNLA LEADS 2017 Institute. The motion was seconded and the Executive Board voted in favor with a majority of seven votes. Motion carried.

Kate Laughlin, Executive Director, asked WLA leadership what topics they wished that had been able to learn prior to entering their positions, and to contact her with ideas for the leadership retreat. She presented options for the timing of the next retreat, as new officers will be announced in November at conference, and they will begin their terms January 1. Given the importance of intentional succession planning, there is the option to hold the retreat in 2017, with incoming and outgoing leadership both attending, or in early 2018, with just the new officers in attendance. An informal vote showed preference for a blend of both old and new at the retreat, and it was suggested that the retreat could be held in October, before the weather affects travel around the state. The WLA office will look into scheduling conflicts and provide possible dates.

The next Board meeting will be Wednesday, July 12, 9-11am. The following meeting will be held in November at the annual conference in Tacoma.

**Closing Questions & Comments:** The following action items were deferred due to time constraints and will be handled via email:

- Approve charge for Continuing Education Committee, presented by Samantha Hines (Committee charge is highlighted in Board Report)
- 2019 PNLA Conference involvement, presented by Heidi Chittim (PNLA is willing to move conference from August to October for that year in return they would like to ask if the conference could be in Marysville at the Tulalip Conference Center. Assuming WLA office takes lead, they're willing to split profits 60/40.)

There being no further business to come before the Board, the motion was made and seconded to adjourn the meeting at 5:00pm.

## BOARD MEETING AGENDA

April 27, 2017 • 3:00-5:00pm • Yakima Valley College



**Read in Advance of Meeting:** Board Meeting Minutes from 1/30/17; Submitted Board Reports; Social Media Policy

**Meeting Facilitators:** Brianna Hoffman and Kate Laughlin

**Meeting Minutes:** Emily Jones

<b>TOPIC</b>	<b>TOPIC FACILITATOR</b>	<b>TIME</b>
Call to Order	Brianna Hoffman	3:00
Approve Consent Agenda <ul style="list-style-type: none"> <li>• Minutes of 1/30/17 meeting</li> </ul>	Governing Board	
Board Reports: follow-up questions/updates	All	3:05
Finance Committee <ul style="list-style-type: none"> <li>• Member Dues Assessment, update</li> </ul>	Phil Heikkinen	3:10
New Business/Action Requests		
<ul style="list-style-type: none"> <li>• Determine elections timeline</li> <li>• Lobbying legislative update</li> <li>• Social Media Policy draft for review/approval</li> <li>• Marketing Committee, WLA Rebrand</li> <li>• Recruitment for and assessment of Alki Journal</li> <li>• Legislative Committee, changes coming</li> <li>• Courting CLAMS &amp; ACRL</li> <li>• PNLA Leads \$1000 sponsorship</li> <li>• Leadership Retreat, target date</li> </ul>	Brianna Hoffman Carolyn Logue Leah Griffin Leah Griffin/Alpha DeLap Sheri Boggs Brianna Hoffman Ahniwa Ferrari Heidi Chittim Kate Laughlin	3:25 3:40 3:50 4:05 4:15 4:25 4:35 4:45 4:50
Deferred Action Requests		
<ul style="list-style-type: none"> <li>• Approve charge for Continuing Ed Committee</li> <li>• 2019 PNLA Conference involvement (PNLA is willing to move conference from August to October for that year in return they would like to ask if the conference could be in Marysville at the Tulalip Conference Center. Assuming WLA office takes lead, they're willing to split profits 60/40.)</li> </ul>	Samantha Hines Heidi Chittim	via email via email/future mtng

Name & Position	Mission	Goals	Activities	Recruitment & Engagement	In the last quarter, how has the work of the Division/Section/Committee/Officer fit in with its mission and goals?	Tasks to accomplish by next Board meeting:	Board action requested:
Anne Bingham, WLA Board Member	The Washington Library Association (WLA) is a resource for libraries and the people who make them great! WLA is a vibrant and effective advocate for libraries, library professionals and library allies. It's also a community where its members learn, grow professionally, develop strong relationships and have fun.	Directors: Attend regular meetings of the WLA Board of Directors Prepare in advance for decision-making and policy formation at board meetings. Responsibly review and act upon committee recommendations brought to the board for action.	We've had lively email, phone, and online meetings to move forward with WLA business. Minutes of the Board meetings are available on the WLA website. Additionally, we have had ongoing, thoughtful discussions of finances, organizational structure, lobbyists, institutional memberships, future conference sites and continuing education.	We need to dedicate time to discuss membership and recruitment.	Our work directly supports the WLA mission.	Ongoing review, reflection, and input.	none.
Josephine Camarillo, WLA Board Member, Liaison to Membership Committee and Public Library Division	To support public libraries and WLA membership	To assess institutional membership dues	An upcoming meeting has been planned for April 25		No previous work done yet	Present assessment findings to general board	
Richard Council, WLA Board Member	To ensure WLA offers membership professional development opportunities directly beneficial to WA libraries, library workers, and the communities they serve.	<ul style="list-style-type: none"> <li>- Complete work on Institutional Member (IM) section of Member Dues Reassessment Project.</li> <li>- Ensure Member Services Committee has information and context needed to continue key aspects of Member Dues Reassessment.</li> <li>- Ensure IM stakeholders have timely and thorough engagement and input regarding IM Dues Reassessment.</li> <li>- Support Special Libraries Division Chair plan specific member recruitment and Tacoma Conference strategies.</li> </ul>	<ul style="list-style-type: none"> <li>- Recreated spreadsheet for 2017 IM Dues Assessment Project, showing past and current IM dues calculations.</li> <li>- Drafted initial 2017 IM Dues Proposal with options, dues comparisons, and key considerations.</li> <li>- Consulted with digital literacy presenter for Learn Local! Seattle Conference with respect to making the topic applicable to public and school libraries. Will be joining her in presenting at Tacoma Conference.</li> <li>- Met with Special Library Division Chair making initial plans for the Divisions goals in 2017, especially recruitment and Tacoma Conference presence.</li> <li>- Touched base superficially with Public Library Director liaison to the IM Dues Reassessment project, Marcellus Turner from Seattle Public.</li> </ul>		<ul style="list-style-type: none"> <li>- Work on the IM Member Dues Assessment project will ensure members of all types value their time, effort, and financial contributions to the WLA. It will also ensure the WLA's financial strength, stability, and ability to plan strategically.</li> <li>- Helping the Special Libraries Division gain recruitment momentum and structure will help special libraries and librarians find transparent ways to contribute as members of WLA.</li> <li>- Consulting with WLA conference presenters supports conference quality and member retention.</li> <li>-</li> </ul>	<ul style="list-style-type: none"> <li>- Have coordinated with WLA Office and Finance Committee to schedule consultation with Public Library Director liaison to the IM Dues Reassessment Project, Marcellus Turner from Seattle Public.</li> <li>- Have finalized IM Dues Proposal draft of options in preparation for joint meeting of Finance and Member Services Committees, for WLA Board consideration, and for IM stakeholders engagement.</li> <li>- Have formalized 2017 recruitment and Tacoma Conference plans with Special Library Division Danielle Miller</li> </ul>	
Emily Keller, WLA Board Member	To advise the President and work towards the goals of the Association.		I attended a meeting with the Public Library Directors to resolve the issues regarding one of our lobbyists. A number of other matters have come up through the WLA office and the President which have been discussed and resolved via email.		The challenging recent matters required fuller discussion on the part of the Board, and I believe the President and the WLA office have appreciated the advice and support of the Board.	Unclear at this time.	None at this time.
Darcy Brixey, WLA Board Member	To support the current president and oversee nominations and awards	To begin recruitment of nominees for board elections	1. Agreed on timeline for awards with President Hoffman, 2. Send updated information on merit awards timeline to WLA Wednesday 3. Requested landing pages for book awards 4. In process of updating awards packet so that it may go out together.		Aligns with membership goals and public/professional awareness.	Have completed the awards packet and start on the nominations.	None
Heidi Chittim, PNLA/WLA Representative	To be a liaison between WLA and PNLA		Attended the PNLA Board Retreat at Dumas Bay in February Sent out information in regards to PNLA Leadership Institute (LEADS) Participated in the recruitment for the new PNLA Webmaster and PNLA-Q Editor		<p>Highlights from PNLA:</p> <ul style="list-style-type: none"> <li>* PNLA has hired Brian Hulsey from the Whatcom County Library System to be the new PNLA webmaster</li> <li>* PNLA has hired Samantha Hines, Associate Dean of Instructional Resources at Peninsula College</li> <li>* 2017 PNLA Conference in Post Falls, Idaho on August 2-4th, 2017 at Templin's Red Lion River Resort on the Spokane River. Conference Registration opens April 24.</li> <li>*LEADS Institute will be Oct 22- 27, 2017 at Ft Worden, WA</li> </ul> <p>Information and registration available at <a href="http://www.pnla.org/leadership-institute">http://www.pnla.org/leadership-institute</a>.</p> <ul style="list-style-type: none"> <li>* PNLA is currently seeking officers for First Vice-President/President-elect, Second Vice President, and Secretary</li> </ul>		

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Christine Peck, ALA Chapter Councilor	Represent WLA interests to ALA. Represent ALA interests to WLA.	ALA's Virtual Library Legislative Day May 1. ALA Annual Chapter and Council events June 23-27. Schedule details of ALA President-Elect Jim Neal's visit to November WLA conference.	ALA Midwinter -- Chapter Leader's Forum, Chapter Relations Committee, Chapter Councilor Forum, ALA Council meetings, and ALA Council Forums, Jan 20-24. ALA Council Advocacy/ALA President's Call to Action phone call, March 29.		Securing future funding for IMLS & LSTA funding is important to WLA and library services in Washington State.	Schedule details of ALA President-Elect Jim Neal's visit to November WLA conference.	
Ahniwa Ferrari, Academic Library Division Chair	Increase participation from academic library staff in WLA.	Investigate new models for organizational membership that might encourage community college libraries to join.	Solicited and submitted program proposals for the WLA conference from academic library staff.	Emails and word of mouth.		Have a developed proposal for organizational membership that might meet the needs and desires of community college libraries and their staff.	Consider and discuss new organizational membership models. Specifically models that might bring CLAMS into WLA (with similar cost and benefits) and potential partnerships with other associations, particularly ACRL-
Aileen Luppert, Public Library Division Chair	To represent, support, promote, and advocate for public libraries.	Work with the other Division Chairs toward adopting a mission, bylaws, and goals. Work with the WLA office for nominations for next election.	Activities and work toward adopting a mission, bylaws and goals were temporarily put on hold. They are expected to resume soon.	Recruitment has also been temporarily put on hold.		Work with other Division Chairs to make progress toward adopting a mission, bylaws, and goals.	None
Marianne Costello, School Library Division Chair	Working on this but the fundamental purpose of the SL Division chair is to advocate for SLD members, coordinate and ensure communication, provide PD support including conferences. I also oversee decisions made by the SLD steering committee and organize/facilitate meetings.	Goal for this quarter is to support funding of our reading advocacy groups, develop grants for state TL's to provide free, frequent and local PD opportunities. Support the WLA conference in November and lead an unconference in August. Attend ISTE in June. I also plan to lead a Computer Science Workshop through Code.org focused on Library leadership in STEM and CS.	I'm new this month.	Goal is to encourage participants in WLA and SLD PD to join WLA-SLD to receive			Support the funding of PD grants to provide free, frequent and local PD.
Danielle Miller, Special Library Division Chair	Still working on it - but providing networking opportunities, information sharing, bringing together staff from diverse library settings with common goals	Host tour and mixer for Special Libraries Association Pacific Northwest Chapter, learn more about how someone in special libraries would benefit from being a member of SLA PNW and WLA, continue trying to put together a charter, get something on the webpage, identify members of the WLA Special Libraries Division interested in working together toward future goals	Met with Richard Council to talk about next steps, ideas for recruiting interest in Division and possibly holding a mixer or event at the conference in November. Met with the current and past presidents of SLA PNW to talk about possible collaborations between SLA PNW and WLA and if there was much overlap, knowledge about WLA, if people think it makes sense to be a member of both orgs., etc.	Will attempt to begin this a bit with the tour and mixer in June.	Talking with the SLA PNW to better understand the special library community is helpful in the first stages of developing a charter and assessing recruitment strategies and the types of training and events people may want.	Hold mixer, get something, at least a sentence on the website, reach out via email to WLA members who are identified as Special Library Division members.	None at this time.
Carolyn Logue, Lobbyist	Advocacy for library issues	1) Greater emphasis on school library funding in education funding legislation; 2) Pass first wave of digital citizenship recommendations (5449); 3) Add WLA Rep. to early learning council (1719); 4) Help Assn with finding ways to engage congressional officials to avoid federal library-related funding cuts; 5) Help with funding of state library archives building	Worked with legislators to move 5449 and 1719 forward (both are on their way to the Governor). Worked with Legislators to educate re: reasons library materials need to be emphasized somewhere else than with "other supplies" in education funding and the importance of overall library funding; Talked to key legislators re: federal funding and engaged with SoS office re: state library archives funding -- provided letter from WLA on this for Cap Budget hearing. Participated in phone conferences and meetings as needed with WLA members.		Engaged several WLA members in advocacy and ensured messages reached appropriate legislators.	Develop framework for 2018 school library legislation based final ed funding proposal. Ensure that library materials are moved to a different funding allocation category. Communicate with WLA regarding additional items impacting libraries in general.	
Kristin Piepho, Section Co-Chair	Sections encourage WLA members to become involved with other members around common interests, including cross- collaboration with members from other Divisions. Section CoCoordinators are here to foster community and engagement with WLA, and to encourage leadership opportunities, professional development, and collaborati	Learn to use new online meeting software to help Sections use it and enable them to meet easier and foster connectedness and involvement in WLA. Encourage meetings, meetups, and professional development activities within Sections and with WLA membership.	IG orientation was postponed to correspond with the WLA office's planned MemberClicks training. Kristin has been the Section Co-Chair representative on the Finance Committee.			Meet with section leaders online.	

Name & Position	Mission	Goals	Activities	Recruitment & Engagement	In the last quarter, how has the work of the Division/Section/Committee/Officer fit in with its mission and goals?	Tasks to accomplish by next Board meeting:	Board action requested:
Sheri Boggs, Alki Journal Editorial Committee Chair	The Alki Editorial Committee Chair provides oversight and leads the eight-member Alki Editorial Committee in ensuring that the journal remains current and relevant to the needs of the library community.	Due to a number of terms expiring, Alki will need to recruit a new editor and six new committee members. I've also broached the topic of Alki's continuing relevance to our membership, which is something we'll be looking into with the help of the Marketing and Communications Committee. I also still need to schedule an online meeting of the editorial committee to brainstorm future issue themes and articles.	In addition to submitting material for the Spring "Mistakes Were Made" issue, I've communicated with the Alki Editor about the Summer Issue ("Social Justice") and notified WLA leadership that we will have a number of vacancies on the committee this year, including the editorship.	I share the current "Call for Submissions" for the upcoming issue of Alki on my district's SharePoint page. I also will make direct pleas for content if I know someone who might have something to contribute.	Direct content creation, with additional promotion and informal outreach.	1) Work with WLA leadership (particularly the president, Kate, and the Marketing Committee) to examine Alki's relevance to members. 2) Recruit new editor and committee members 3) Thank parting editor and members for their excellent work 4) Schedule and conduct an online meeting of editorial committee	Help in recruiting a new editor and committee members
Samantha Hines, Continuing Education Committee Chair	The committee charge (as reworked in our last meeting) is: * Stay well-informed on library continuing education trends, needs and opportunities. * Take a lead in assessing the CE needs of WLA members and the broader WA library community. * Advise the WLA Board, office, and the WLA conference program chairs. * Work closely with other CE providers in Washington and the Pacific Northwest.	work with Kate to finalize the seed money grant application process; help Jennifer Caldwell with the mentoring program; work with WSL on the Continuing Ed Needs Assessment	Held online meeting on 3/15 to review charge and activities (all available members); I attended the Learn Local Seattle and had a very initial conversation with Kate re the seed money grant application process.	New members--primarily via networking. Luckily we are all pretty engaged at this point!	We're really looking forward to working with Jennifer on mentoring, however she can use us, as well as tackling the other two projects as they get more underway.	Connect with the state library regarding the needs assessment, finalize a process for the seed money grants.	Approve our changed charge (if needed/desired). Thanks very much!
Nancy Ledeboer, Legislative Planning Committee Chair	Legislative Committee monitors proposed legislation on both the state and federal level that may have an impact on public libraries and develops strategies to inform, advocate or influence the outcomes of policy or legislation that has an impact on public libraries in Washington.	Monitor State and Federal budgets and take appropriate action to influence outcomes for library funding.	WLA's Library Day was held in Olympia on March 16th. A group of bill readers reviews bills daily through bill cutoff and monitors action taken regarding bills that have a potential impact on libraries.	The Legislative Committee invited all public library directors and representatives from the State Library to participate in weekly calls during the regular session and Lobbyist presents at both Public Library Director meetings each year. As needed various members are asked to testify on behalf of proposed legislation.	The work of the Public Library Legislative Program primarily focuses on 4 issue areas. • Intellectual Freedom (selections policy; patron privacy and rights) • Governance (formation and dissolution, appointment processes) • Operations (buildings; roads; environment; HR; labor relations; retirement policies, service animals) • Tax Policy (property taxes; pro-ratation; sales tax exemptions and deferrals, bond elections)  To execute the program, we utilize four long-serving issue specialists from the public library ranks. They represent municipal libraries, urban library districts and rural library districts. Working with the lobbying team of Steve, Abby, and Kathie they helped triage and prioritize close to 150 bills this session.  Based on a bill's policy or economic impact a specific strategy was developed and implemented for each priority bill. The strategy and subsequent implementation was then confirmed by the larger public library group via weekly conference calls during session.  Examples of some of the legislation monitored and lobbied this session included: HB 1281 – Modifying the appointment process for trustees of rural county library districts in counties with one million or more residents. EHB 1595 - Concerning costs associated with responding to public records requests.	At close of session a summary of new legislation that impacts libraries will be sent to library directors and published in Alki if space permits. This includes legislation related to what can be discussed in executive sessions, changes to PERS, cost recovery for public records and other general legislative changes. We continue to monitor budgets to assess potential impact to library districts. We continue to monitor capital budget and request by State Library for funding for a new archives/library building. We continue to monitor federal funding - specifically for IMLS. Bill passed to add a librarian appointed by WLA to the Governors Early Learning Advisory Council.	Reviewing the dues structure with input from large public libraries is a priority to address concerns about the inequity of institutional dues that currently fund the legislative work of WLA. Pending the Governor's signature, WLA will appoint a representative to ELAC. WLA Board may want to formalize how the Public Library Legislative Committee works with the School Division Legislative Committee. Possibly form two Legislative Committees?
Leah Griffin, Marketing & Communications Committee Chair	The mission of the Marketing & Communications Committee is to expand WLA's presence & influence, as well as enhance its image & credibility inside & outside the organization.	Pass the Social Media Policy at this meeting, and begin rebranding.	Yes, the committee has worked together to develop a Social Media Policy with input from the President. All six members contributed to the document, and to social media content. Brian is the lead point person for social media.	Sent out request in WLA Wednesday	We have codified how the committee should use social media to carry out our mission. We have also used social media to highlight member librarians.	Transition chair in order to maintain a continuity in leadership through the rebranding efforts.	Review and Pass the Social Media Policy.
Priscilla Ice, Scholarship Committee Chair	A mission for the committee will need to be developed by the committee. The committee's main charge is to award the Reynolds Scholarship each year. Related duties include developing new association-wide procedures. The committee might also support fund raising efforts.	Develop association-wide procedure recommendations to present to the board. Write a mission statement. Increase membership slightly.	The committee has begun to develop procedure recommendations. There are currently six members of the committee. Five were active. They come from all divisions of the association.	I currently have feelers out to add a few new members. Kate and division chairs have assisted with suggestions. The committee does not require a large number of people, but they need to come from all four divisions. Another goal is to find a successor to the chair for 2018.	We have focussed on the procedure task. Will have more to share after a mission statement is developed.	Have a written procedure recommendation for board comment.	Nothing at this time.

Name & Position	Mission	Goals	Activities	Recruitment & Engagement	In the last quarter, how has the work of the Division/Section/Committee/Officer fit in with its mission and goals?	Tasks to accomplish by next Board meeting:	Board action requested:
Ahniva Ferrari, SAIL Chair		Begin communication with officers to plan leadership transition at November conference. Begin planning for conference sessions and activities.	Solicited and submitted program proposals for WLA conference from a variety of awesome presenters.	How does anyone in WLA do this? Aside from the almighty (and all-ignored) email, I really have nothing. Better member management tools, at the division and section tool, could be useful in this regard.			
Diane Huckabay, WALT Chair	To share information, communication, learning and support for those involved in training, career development, and continuing education for library staff and education and instruction for library users.	Review challenges and successes of the Learn Local events, plan WALT & WLA training, programming, and conference sessions. Engage inactive members and encourage joiners.	In person meetings; one held a Lake Forest Park Library with 9 members in attendance in March and the University Branch of SPL February 3rd, canceled for snow that had 6 members who were able to come anyway. I attended Library Legislative Day, Online Northwest, Copyright Workshop, RootsTech; Library celebrations: Seusapaloosa, Brooks Library Gala, EPL Book Club Tea; Board retreats: Ellensburg Public Library, Friends of Brooks Library, Washington State Genealogy Society; regular meetings: EPL Board, Friends of Brooks Library and Friends Ellensburg Public Library, KCGS, KCRLB, CAMAH, UCAM, YVGS, and WSGS. (sorry for all the acronyms) An unknown number of members are participating in a MOOC "The Science of Happiness".	Proposal at last meeting was approved to use funds in WALT budget (if over \$50) to pay new member fees. Utilize opportunities to network at training, meetings, and conferences.	Activities outlined in answer to question #3 fulfill the mission for WALT. Goals will continue to be discussed in upcoming meetings.	Anticipate two online meetings and a Face to Face in June to review progress and completion on stated goals and objectives to meet timelines.	Information on funds in WALT budget and fee structure for new and continuing membership.

## Board Report from Cindy Aden, Federal Relations Coordinator

Hi, all, I apologize for not having a report prepared for the WLA meeting last week; I was in the final throes of getting ready to head to WA DC for National Library Legislative Day.

I just want to report that your WA delegation killed it! I had impressive teammates: John Sheller of KCLS, Andrew Chanse (director of Spokane Public), Kendra Jones, Youth & Family Services Coordinator for Timberland Regional, and Susan Hildreth, of the iSchool but also former head of SPL and former director of IMLS, the very agency we were focused on discussing.

Between the five of us we managed to visit both senators and all 10 Congresspeople. We even met with 5 of those representatives face to face. I have been tagging all of our photos with #NLLD17, so I hope you can see them. I am so proud of this team; we tag-teamed beautifully, had a coordinated approach and delivered our messages effectively. I am confident that our WA federal representatives understand the importance of IMLS and re-authorization, know that e-rate matters, that broadband access and net neutrality are still big issues, and understand the value of libraries and that funding libraries is a non-partisan issue.

The day we all convened on Monday, we got the news that there had been agreement at last in Congress for a bi-partisan omnibus bill. As Patty Murray's staffer, Jason Smith, put it, "We kicked it up a little for IMLS." I believe the amount in that bill must be around \$200M. The bill is expected to pass, and while it's not publicly available to view now, we know that IMLS funding is intact until Sept 30.

Everyone warned us it will be a tough fight for the 2018 budget. Please write your senators and your representatives. It makes a difference—Cantwell's office said she had gotten hundreds of emails—each personally written—not a template—talking about the importance of this money to libraries. She was impressed. We need to keep the noise up—they all told us that.

No updates yet on the state level, but our money is in both House and Senate budgets for a new building. Special session has begun, and it is expected to take until late June for a finalized budget.

# Washington Library Association Detail Report

## Carolyn Logue, Lobbyist

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<u>Bill Details</u>	<u>Status</u>	<u>Sponsor</u>	<u>Priority</u>	<u>Position</u>
<a href="#"><u>ESHB 1017</u></a> <b>School siting</b> Addressing the siting of schools and school facilities.  Requires counties, cities, and towns, planning under the growth management act, to prioritize the siting of schools and school facilities.	Del to Gov	McCaslin	Monitoring	Neutral
<a href="#"><u>HB 1281</u></a> <b>Rural library trustee appt.</b> Modifying the appointment process for trustees of rural county library districts in counties with one million or more residents.  Addresses the composition of the board of trustees of a rural county library district in a county with an adopted home rule charter and at least one million residents.	Del to Gov	Fitzgibbon	High	Support
<a href="#"><u>E2SHB 1375</u></a> <b>CTC course material costs</b> Providing students at community and technical colleges with the costs of required course materials.  Requires community and technical colleges to: (1) No later than the first full quarter after a college has implemented the ctclink system, and to the maximum extent practicable, provide the following information to students during registration: The cost of required textbooks or other course materials and whether a course uses open educational resources; and (2) Report to the state board for community and technical colleges which courses provided costs to students for textbooks and course materials during registration and what percent of total classes this equaled. Provides that this act is null and void if appropriations are not approved.	Del to Gov	Van Werven		
<a href="#"><u>EBH 1595</u></a> <b>Public records request costs</b> Concerning costs associated with responding to public records requests.  Revises the public records act with regard to: (1) Requiring statements of actual costs for photocopies and electronically produced copies to be adopted by the agency only after public notice and a hearing; (2) Allowing the denial of a bot request; (3) Requiring that a request be for identifiable records; and (4) Expanding information on agency charges.	Del to Gov	Nealey	High	
<a href="#"><u>ESHB 1719 (SSB 5247)</u></a> <b>DEL advising &amp; contracting</b> Updating certain department of early learning advising and contracting mechanisms to reflect federal requirements, legislative mandates, and planned system improvements.  Adds a representative of the Washington Library Association to the Early Learning Council	H Spkr Signed	Lovick	High	Support

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**Early childhood ed & assist**

Del to Gov

Billig

Monitoring

Neutral

Creating a local pathway for local governments, school districts, institutions of higher education, and nonprofit organizations to provide more high quality early learning opportunities by reducing barriers and increasing efficiency.

[2SSB  
5107](#)

Requires the department of early learning to create a local pathway to high quality early learning to help local governments, school districts, institutions of higher education, nonprofit organizations, and early learning providers use additional local or private funds, or both to expand access, increase quality, and extend hours for the early childhood education and assistance program. Prohibits grants and contributions from community sources from supplanting the funding required for the full statewide implementation of the early learning program.

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**Digital citizenship**

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High

Support

Concerning digital citizenship, media literacy, and internet safety in schools.

[ESSB  
5449](#)

SB 5449-S - DIGEST Requires the Washington state school directors' association to: (1) Review and revise its model policy and procedures on electronic resources and internet safety to better support digital citizenship, media literacy, and internet safety in schools; and (2) Develop a checklist of items for school districts to consider when updating their policy and procedures. Requires the office of the superintendent of public instruction to: (1) Survey teacher-librarians, principals, and technology directors to understand how they are currently integrating digital citizenship and media literacy education in their curriculum; and (2) Create a web-based location with links to recommended successful practices and resources to support digital citizenship, media literacy, and internet safety.

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## Washington Library Association Social Media Policy

**Introduction:** The Washington Library Association will use social media to provide essential resources, support and advocate for libraries and librarians. Use of social media will support the mission of WLA. The following guidelines apply to official WLA social media accounts. “Social Media” refers to any tool used for online publication including, but not limited to, blogs, wikis, Facebook, Twitter, LinkedIn, etc.

**Roles:** Social media accounts will be monitored by the WLA main office, and by the Marketing and Communications Committee Chair. All login information will be kept by the WLA main office. This will assure continuity of social media accounts as officers and members transition.

Posting is a collaborative effort. Social media accounts will be assigned a committee point person who will facilitate content creation. Other members of the committee may also access or use WLA social media accounts including primary WLA accounts and Division accounts. The Marketing and Communications Committee will have at least one representative from each division, and a representative from Alki.

Those with access to the accounts have the following social media responsibilities:

- Solicit, edit, and create WLA social media posts
- Ensure compliance with WLA Social Media Policies and Branding Standards
- Monitor social media outlet for prompt engagement with the community
- Report analytics to stakeholders
- Moderate social media per the moderation clause below.

### Hashtags

All WLA posts should include #WLA followed by the year (#WLA17, #WLA18, etc). Other hashtags may be used including; #libchat, #tlchat, #alkijournal, #edchat, #weneeddiversebooks

### Frequency Goals:

Twitter: 4+ Weekly

Twitter (Division Accounts): 3+ Weekly

Facebook: 2+ Weekly

LinkedIn: Weekly

### Content:

- Posts should abide by the Terms of Service, Terms of Use, privacy policies, and all other policies and requirements of the service on which they are posted.
- Posts should promote Washington State libraries, WLA members, and librarianship in general with the purpose of building a strong professional community.
- Posts should promote WLA events.
- Posts should promote and encourage membership in WLA.
- Posts should not criticize WLA or any WLA member, partner, division, section, or sponsor

**Fair Use:** All social media posts should adhere to fair use guidelines. WLA will respect copyrighted and trademarked materials. Please contact WLA at [info@wla.org](mailto:info@wla.org) immediately if you identify problems in this area.

**Moderation:** Abuse, profanity, hate speech, spam, and trolling will be deleted and blocked from WLA tagged or sponsored content by the first individual who notices such behavior in response to WLA posts. WLA does not necessarily endorse individuals or organizations it follows, or content created by other organizations that is shared on WLA social media. WLA welcomes feedback and ideas and will join the conversation when possible. Moderators will read all messages and comments and ensure that emerging themes or helpful suggestions are passed to the relevant staff at WLA. WLA may not be able to reply individually to all messages received via social media. Committee members who notice other negative comments on social media should contact [info@wla.org](mailto:info@wla.org).

Committee members are advised that failure to follow WLA and social media site policies and terms of use may result in the removal of post or loss of access to social media accounts.

### **Disclaimer**

WLA does not collect, maintain, or otherwise use personal information stored on any third party site in any way other than to communicate with users on that site. Users may remove themselves at any time from the WLA's social media. Users should be aware that third party websites have their own privacy policies and should proceed accordingly.

WLA assumes no liability regarding any event or interaction created or posted by any participant in any WLA-sponsored social media service. These guidelines only govern the official WLA social media sites and not the personal accounts of members and staff.

WLA is not responsible or liable for content posted by subscribers in any social media resource, and such subscriber comments do not reflect the opinions and/or positions of WLA, its administrators, or its employees.

### **Contact**

If you have any concerns about the content of WLA's Social Media Policy or social media use, please contact us through email ([info@wla.org](mailto:info@wla.org)), through Facebook ([facebook.com/washingtonlibrary association](https://www.facebook.com/washingtonlibraryassociation)), or on Twitter ([@WALIBASSN](https://twitter.com/WALIBASSN)). Members of the WLA main office or Marketing and Communication Committee will respond as quickly as possible.

This document should be reviewed annually. The committee will make revisions as necessary.