

# MEMO Board Meeting--February 3, 2002

Holiday Inn, Alexandria, MN

Present:

Doug Howard	secretary	Nancy Evans	Co-president
Dave McQuin	South Central secretary	Joan B. Larson	West Central Co-chair
Susan Meyer	MEMO co-president	Lisa Finsness	Tech SID Co-chair
Becky Beck	Co-president elect	Ted Nemzek	Commercial SID
Alice Hofstad	Co-chair NW Region	Gay Galles	Co-president elect
Linda Laager	Co-chari NW Region	Kelly Sharkey	Treasurer
Cahrлие Lindberg	Past co-president	Laurie Conzemius	MN Media editor
Heather Hoernemann	Administrative Assistant		Awards co-chair
Leslie Erickson	Metro Region co-chair	Roger Sween	MEMO representative to
Margaret Meyer	Co-chair Region 6		Library Development Advisory Council
Lars Steltzner	Intellectual Freedom		

- I) Call to order.
- II) Adopt agenda
- III) Approve minutes from October 2001 Board Meeting at Rochester
- IV) Treasurer's report - Sharkey
- V) Co-presidents' report - Evans and Meyer -reported on the AASL Conference that they attended.
- VI) Past co-presidents' report - Krohn and Lindberg - reported on nominees for board officers.
- VII) Co-presidents' elect report - Galles and Beck - Reported that they have been working on finding a location for the summer leadership conference. Beck will be working on policies and procedures. There was a discussion of the possibility of sending out the MEMO directory on CD.
- VIII) Committee Reports
  - A) Communications - Corens (M/T News), -no report.
    - 1) Johnson (MEMOrandom), -no report.
    - 2) Steltzner (memoweb), -reported that all is going well.
    - 3) Conzemius (Minnesota Media), -reported that there is plenty of material for an issue.
    - 4) Hoernemann (Directory and mailings) -reported that she has directories from the regions and will print them for board members.
  - B) Collaboration - past co-presidents -Krohn and Lindberg - no report.
  - C) Legislative - Birmingham and Bull - Steltzner reported that there is concern about whether or not the legislature will renew funding for TARP. He encouraged members to attend the legislative day event on Feb. 20, 2002.
  - D) Bylaws - co-presidents elect- Galles and Beck - no report.
  - E) Policy and Procedures - co-presidents elect -Galles and Beck - no report.
  - F) Awards and Professional Development - Conzemius and Garlie - no report.
  - G) Intellectual Freedom - Steltzner reported that MEMOweb has a link to the Minnesota Coalition Against Censorship website. Sween reported on the case concerning filtering that is now before the Supreme Court.
  - H) Membership - Galles reported that there are currently 494 active members.
  - I) Program - open
  - J) Nominations -past co-presidents (Krohn and Lindberg)
  - K) Fall Conference - Corens and Henning reported that plans are going ahead for the fall conference.
  - L) Red Fund - past co-presidents (Krohn and Lindberg) - no report.

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- IX) SID Reports
- A) Information Technology - Finsness and Plant - Finsness reported that 40 members attended a meeting of the SID. There was a report on available grants.
  - B) Commercial - deGroot, Nemzek reported that there were 14 vendors registered for the conference. He asked that the vendors be allowed to advertise on MEMOweb.
  - C) Literature - Erickson, Nagel. Erickson reported that they have a membership of 300. She reviewed qualifications for Maud Hart Lovelace book nominees. The next meeting is scheduled for April.
- X) Region Reports
- A) Northwest - reported they had their biggest attendance ever. Four legislators were present at the last meeting. They had a demonstration of e-books.
  - B) Northeast - There was an October meeting in Park Rapids. They toured a school and had dinner.
  - C) West Central
  - D) East Central - plan to meet with legislators at their next meeting.
  - E) Metro - met in November. Attendance was good at 40.
  - F) Southwest - no report.
  - G) South Central - Had a well attended fall meeting with a presentation by Susan Baxter. Plan to meet with area legislators in January.
  - H) Southeast - no report.
- XI) Unfinished Business.
- A) Treasurer's report. Sharkey reported on the financial situation.
    - 1) Steltzner moved, Sharkey seconded a motion that MEMO temporarily suspend publications in printed/ mailed form and post them on MEMOweb and/or CD-ROM, Appeal to members to renew their membership, Ask membership for donations and Contact non-members through multi-type publications. Motion passed.
    - 2) Beck moved, Steltzner seconded a motion that the board continue the budget freeze until the April meeting. All contracted expenses and expenses approved by the executive committee will be paid. Motion passed.
  - B) The Summer Leadership Conference is scheduled for July 17, 18 and 19, 2002.
  - C) Media Center Standards - Concerning the video, discussion focused on how to get the video to as many school districts as possible. The video is intended to go to all public and private schools and universities.
  - D) Legislative platform.
    - 1) Howard moved, Steltzner second a motion that a committee be formed to meet before the April board meeting to look into the idea of an institutional membership and how it affects the legislative platform. Motion passed.
  - E) Linked Library Systems. Roger Sween reported.
    - 1) Steltzner moved, Conzemius seconded a motion that Roger Seen work with Joyce S... to consider use of LSTA funds to investigate alternatives to MNLINK and other linked systems and gather information valuable to Minnesota school media centers. Motion Passed.

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## XII) New Business

- A) Idea of president being a two year term
- B) Idea of president elect being more involved in pre-service year.
- C) Administrative assistant/job evaluation committee. A committee was formed for the purpose of evaluating the position of the administrative assistant. Serving on the committee are Finsness, Sharkey, Winter and Meyer.
- D) Administrative Assistant. Hoernemann expressed concerns about what was being expected of her and the fact that her salary was not being paid.
  - 1) Beck moved, McQuinn seconded a motion that executive committee be given permission to borrow money from the Red Fund to pay the salary of the administrative assistant and other outstanding debts, and the executive committee will determine how the loan will be repaid. Motion passed.
- E) Idea of hiring consultant to facilitate the group to reorganize and refocus MEMO -- maybe money well spent? No report.
- F) ALA membership.
- G) Study of State Library Structures. Sween reported.

Adjournment. The meeting was adjourned at 1:19 p.m. The next board meeting is April 20, 2002.

Respectfully submitted,  
Douglas Howard  
Secretary