

MEMO Board Meeting Minutes
July 16, 2003
Minnesota Humanities Commission

Signed in:

Doug Howard - Secretary
Gail Harris
Jane Gottfried
Tom Ross
Susan Voracek
Rick Rockwell
Amy Lorenz
Melissa Weinand
Linda Underwood-Shirley
Jeanne Rykken
Barbara Theirl - Program Chair
Merton Thompson
Patrick Plant - IT SID Co-Chair
Melanie Haugen
Bill DeJohn
Susan Baxter
Patricia Post
Joan Larson - WC Co-Chair
Brook Berg - WC Co-Chair

Ann Walker Smalley - MLC Rep.
Judy Bull - Legislative
Elaine Keefe - MEMO/MLA Lobbyist
Ruth Solie - NW Chair
Deanna Sylte - Admin. Assistant
Kelly Sharkey - Treasurer
Mary Garlie - Awards/2003 Fall Conf. Co-Chair
Laurie Konzemius - Awards/2003
Fall Conf. Co-Chair
Margaret Meyer - Treasurer (Incoming)
Gina Light - Membership Co-Chair
Leslie Erickson - MYRA
Jill Nysse
Wayne Hoistad
Renee Jesness
Marsha Filipiak
Anne Hanson - Archives
Lars Steltzner - Webmaster, Int. Freedom

1. Call to Order
Co-President Gay Galles called the meeting to order at 4:00 p.m. Those in the room were asked to introduce themselves.
2. Adoption of the agenda.
3. Approval of the minutes of the April 12, 2003 Board meeting minutes. Secretary Howard explained that notes taken at the meeting had been lost and effort would be made to put together minutes from notes made by other Board members. No action taken.
4. Treasurer's Report
Treasurer Sharkey presented her report to the Board. Total disposable assets were \$33,449.31 with a RED Fund balance of \$27,275.95, making total assets of \$60,725.26. It was moved and seconded to accept the treasurer's report. Motion passed.
5. Co-Presidents' Report
Co-President Galles explained that a family medical emergency prevented Co-President Beck from attending the meeting and she thanked the members of the Board for their help and cooperation during her year in office.
6. Past Co-Presidents' Report
None
7. President-Elect Report
 - A. President-Elect Johnson encouraged members to join a national organization as well as state organizations.
 - B. He explained MEMO's new AASL affiliate membership
 - C. He explained ISTE of which MEMO is a member

- D. A question was raised about helping MEMO members attend AASL and ISTE conferences.
8. Committee Reports
- A. Awards and Professional Development

Conzemius reported that the committee has received several nominations for paraprofessionals but none for administrators. The committee is also interested in receiving nominations for awards such as lifetime contribution.
 - B. Communications
 1. Galles announced that Mark Johnson will become the new editor of M/T News.
 2. D. Johnson announced that Mary Alice Anderson will become the new editor of MEMORandom.
 3. Conzemius reported that Minnesota Media will be published earlier next year.
 4. Steltzner continues to serve as MEMO's webmaster.
 - C. Fall Conference Committee

Garlie thanked Steltzner for promptly posting information about the Fall conference on the website. She announced the theme for the conference - "Celebrate the Challenge." There will be numerous speakers and over 37 breakout sessions.
 - D. Intellectual Freedom

Steltzner reported that the Minnesota Coalition Against Censorship has not met recently. He asked members to contact him if censorship issues arise.
 - E. Legislative Committee

Steltzner reported that he attended the Legislative Forum in June. Minnesota Commissioner of Education Yecke was also there and heard the concerns of the MEMO and ALA members.
 - F. Membership Committee

Light reported on the activities of the committee. She handed out copies of the letters that will be sent out to old and new members and asked for comments from Board members.
 - G. Nominations Committee

None
 - H. Policies, Procedures & Bylaws

Johnson reported the procedures manual needs to be updated. The bylaws looked okay to him and he asked members of the Board to review them and alert him to any needed changes.
 - I. RED Fund

Steltzner explained the purpose of the RED Fund for the benefit of those who were unfamiliar with it.
 - J. Program Committee

Theirl reported that the sites of future Fall conferences were as follows:
2004 - Mankato; 2005 - St. Cloud; 2006 - Duluth; 2007 - Bloomington (not definite).

K. Archives/History

Hanson explained that she is not only archivist for the State MEMO organization but for her region as well, and so she asked regional chairs to forward documents concerning the regions to her. The materials will be stored in St. Cloud at the university.

Items added to the agenda:

Minnesota Library Council

Steltzner and Smalley represent MEMO on the MLC. Steltzner gave a short history of the Council. Smalley stated she thinks there are many good reasons for the council to continue, one is the role of "watch dog."

Humanities Commission Hmong book project

Steltzner reported that he needs help from individuals and/or organizations in distributing the books to libraries.

9. SID Reports

A. Information Technology

Plant handed out a detailed transcript of the SID's last meeting on April 25, 2003. Topics included what teachers need to know in order to integrate technology, the role of the technology director, volume purchasing agreement, legislative issues, and SPAM.

B. Commercial SID

None

C. Literature SID

Erickson reported that MYRA members will be getting a packet of materials soon. Anna Donaldson will be doing impersonations of Maude Hart Lovelace around the state. Membership in MYRA is growing.

10. Region Reports

A. Southeast

None

B. Southcentral

Howard reported that a joint meeting with SMILE was held on April 8 at the Southcentral Technical College in North Mankato. A short business meeting was held and then Susan Baxter presented the findings of the School Media Center Census. After the SMILE Annual Meeting and dinner, author Sarah Stonich talked about her work.

C. Southwest

None

D. Metro

Sharkey and Weinand announced they would volunteer to serve as co-chairs of the Metro region.

- E. West Central
Larson reported she had sent out a survey to region members and has gotten some response. She would like to get the members of the region together at the Fall conference.
 - F. Northeast
None
 - G. Northwest
Ruth Solie reported the region met on May 13 at the Bemidji State University library which has been recently remodeled.
 - H. East Central
Meyer reported the region met at Cathedral High School in St. Cloud.
11. Unfinished Business
- A. Membership Drive
No action taken.
 - B. Student Standards Task Force
Prestebak reported that MEMO is going to monitor the recommendations coming out of the Student Standards Task Force in November.
 - C. MEMO Database
No report.
 - D. Humanities Grant
Has been completed.
12. New Business
- A. Alliance for Student Achievement
No report.
 - B. Membership Directory
Light reported on efforts to update the membership directory. A new directory will be published within the next 6 months.
13. Adjournment
It was moved; seconded to adjourn the meeting at 6:15 p.m. Motion passed.