

MEMO Board Meeting  
Mid-Winter Conference  
Alexandria, Feb 6, 10-2

Agenda

1. Introductions: Brook Berg, Melissa Weinand, Laurie Conzemius, Mary Garlie, Al Edwards, Doug Johnson, Deanne Sylte, Gina Light, Margaret Meyer, Jane Prestebak, Glenn Heinecke, Anja Bottila, Suzanne Miller, Lars Steltzner, Robin B. Chaney, Sally K. Mays, Joan Larson
2. Adopt agenda
3. Reports
  - a. Secretary's report (will be distributed later)
  - b. Treasurer's report-moved and seconded that the report be accepted.
  - c. President-elect
    - i. Mary Garlie and Laurie Conzemius are investigating a new site for the summer leadership conference that would hold the larger meeting better.
    - ii. They will be focusing on clarifying and updating the policies and procedures.
  - d. Past President-
    - i. Doug Johnson attended the ALA Conference in Boston.
  - e. Tech SID: Update on Tech SID site and listserv-
    - i. Mary Mehsikomer is working on State Technology Plan.
    - ii. There is a call to revise the school eMatrix.
    - iii. Jane Prestebak will send an email to ask for coordination of Tech SID and MEMO conferences and meetings.
    - iv. A statement was developed that defines information literacy.
  - f. Mid-winter Conference
    - i. Brook Berg asked whether we needed a mid-winter conference because of declining participation. She suggests that we have an ITV-connected board meeting at that time. Decision was postponed until our next meeting, but the region is asked to consider alternatives.
  - g. Progress of Standards
    - i. Selected resources to support standards website; <http://www.isd623>
  - h. Legislative platform and discussion
    - i. Legislative day: February 24
  - i. MEMOlist and web sites (Lars)
    - i. Doug Johnson will approach Mankato State University to shut down MEMO-L at the end of February.
  - j. Membership drive (Gina)
    - i. We have 527 members and a potential of 615. Gina will make an appeal on MEMOlist to ask members to find others to join MEMO.
  - k. When your job is on the line... (Doug)
  - l. Conference in Duluth?
    - i. Possible leaders and organizers were discussed who would make a conference possible.
  - m. Awards: information on paraprofessional award
    - i. It was clarified that the recipient of last fall's award was supervised and was not a person who took a position from a certified professional.
4. Action Items:
  - a. Minnesota Youth Reading Award: \$200
  - b. Membership to MLA president

- c. MEMO participation in St. Catherine’s professional organization fair on March 12. “I am contacting you from the College of St. Catherine on behalf of the Masters in Library and Information Science program. We are planning a ‘Professional Association’ event for our graduate students to become familiar with membership opportunities that are available in the field. We hope that you, or a representative of your organization, will be able to attend. Each group will have a table in the ballroom to display print materials, membership applications and to chat with students. The time frame will likely be 10:30 to 11:00 am-1:30 pm.” Doug Johnson, Brook Berg and Sally Mays will be there to promote MEMO.
  - d. Keyboarding-Media Specialists cannot teach keyboarding without a license or a variance if it is more than 33% of their job descriptions. The Board of Teaching needs to clarify who can teach and how licensure can be achieved. Gina Light and Melissa Weinand will co-chair a committee that will include Sally Mays. Luther Rotto and Deb Jessanen will be encouraged to be on the committee.
5. Discussion:
- a. MEMO/MLA Information Literacy Collaborative (President’s)
    - i. Library terminology group
  - b. MEMO encourage/sponsor presentations at other professional conferences (Brook Berg). Lars Steltzner, Brook Berg and Sally Mays will be a committee to promote member presentations.
    - i. National Association of Elementary School Principals  
<http://www.naesp.org/ContentLoad.do?contentId=15>
    - ii. Minnesota Association of Elementary School Principals  
[http://www.mespa.net/index.cfm?fuseaction=page.view&obj\\_id=1](http://www.mespa.net/index.cfm?fuseaction=page.view&obj_id=1)
    - iii. National Middle School Association <http://www.nmsa.org/>  
<http://www.mmsa.info/about.html>
    - iv. American Association of School Administrators  
[http://www.aasa.org/publications/sa/2000\\_05/col\\_styroll.htm](http://www.aasa.org/publications/sa/2000_05/col_styroll.htm)
    - v. Minnesota Association of School Administrators  
<http://mnasa.org/calendarandevents/>
    - vi. Secondary School Principals
    - vii. Rural Education Association
    - viii. Curriculum Directors
    - ix. Present with a member of the organization.
    - x. Don’t use “library” in the title. Use “improving literacy” or “technology” as the hooks to get an audience.
  - c. MEMO supporting board member’s participation of board meetings? ITV should be considered for at least one of the meetings. It was moved and seconded that region chairs who represent their regions at all the year’s meetings would have their membership costs refunded at the Leadership Conference.
  - d. Lobbyist reports to MEMOmail.
6. Once around the table

Respectfully submitted by Lars Steltzner, acting secretary