

MEMO Board Meeting Spring, ITV April 28th

Metro the MDE ITV Room and Park Rapids 4:30 and 6:30

Agenda

- 1) Introductions- Jane Prestebak, Lars Steltzner, Gina Light, Melissa, Leslie Yoder, Mary Garlie, Deanna Sylte, Kelly Sharkey, Barb Theirl, Wayne Hoistad, Glenn Heinecke,
- 2) Adopt agenda- add State Library Board report from Lars, No literature report received from Leslie Erickson.
- 3) Reports:
 - a) Secretary's report is online- (thank-you to Lars) <http://www.memoweb.org/organization/minutes.htmls>
 - b) Keyboarding- Gina Light reported that the issue is instituting. Has declined, not interested in collaborating.
 - c) Treasurer's Report- Margaret sent current report via email, a small + balance exists. Mid-winter Conference took in \$1,315., MEMO Store \$2734. Fall Conference, \$11,580. Discrepancy between checkbook balance vs. actual funds available discussed. Have we made a deposit for Leadership Conference? Jane inquired about availability of funds to supplement what her district is paying for her to attend ALA. Motion made and passed to budget funds for ALA. Budgeting funds for AASL Region III discussed.
 - d) President's report
 - i) Information Literacy Collaborative-ad hoc, 2 sub-groups, interesting mix, good group.
 - ii) Standard web terminology group- members currently researching, will make recommendations for standard terminology in order to provide common language between K-12 and Higher Ed. Higher Ed has been studying this in order to align school and public library language.
 - iii) Research design group- Jane passed around report. Census, correlation studies have little validity. compare ETS instrument (to test information literacy) to LMS availability? Perhaps Bill DeJohn can look at ELM Resource use and compare with LMS presence.
 - iv) Possibility of collaboration with MLA for conferences/training.
 - v) Current strategy- to work with "little things" to get at "bigger things."
 - vi) Will MDE support Info Literacy standards? Do we want them to? Can they be linked to MDE site? Mary will look into possibilities.
 - vii) Legislative planning session- Thursday, July 7th at MHC, issues to consider- LMC, student achievement. Maureen Bell has attended meetings w/ legislators and is promoting our cause. Does contacting them ahead of time help? Meeting w/ aides can be valuable.
 - viii) AASL Region III- Jane Prestebak and Leslie Yoder attended. It was very informative and it was a dynamic group. Wisconsin does not have regions- should we consider a change? Other ideas- a Database Fair, single issue meetings/trainings, How to pursue Region III meeting in future, Look at putting in budget during summer leadership conf. Barb spoke about value of AASL Meetings. In 2005-06 categorical funds for staff development will be restored, perhaps allowing for higher attendance.
 - ix) AASL Affiliation- we reaffiliate this year, 25% of our organization needs to be members of AASL. Link to AASL on MEMO site.
 - x) Administrator Award- error, name of administrator from fall was not forwarded to AASL. Should this line be removed from application? Where is burden to submit name to AASL, MEMO can't do it.
 - xi) Printing MEMORandom- Should we print every issue? Our pile of publications is thin in comparison to other states (at least from Region III). This is a budget discussion for summer. Should we study? Could use LMS grad students as resources.
 - xii) Stipend for MR editor- used to be in budget, taken out because Doug didn't need. Do we need to revisit?
 - e) President Elect report: Mary Garlie: Summer Leadership Wed pm Mtg. wrap-up for Jane, Friday meeting, new for Mary & Laurie no repetition of reports.
 - i) Silent Auction, dessert will be first night, (letter has been sent to vendors) drawing at lunch, day 2, second night free. Membership drawing, \$\$ for red fund

- ii) Lars- timesaver idea, generate form for all to use, will work with Kelly. Laurie & Mary have been going through policy manual, sending pages to members for feedback.
 - iii) Mary Garlie is very excited about summer. The Leadership Conference will have great setting. There is a need to push conference KIC? Wayne tech SID, Education Minnesota newsletter. Dan doing good job, Lars doing good job, how to find members/ Mary will put in MDE sup building E2T2 listserv.
 - f) Fall Conference- see minutes Doug forwarded to Jane,
 - i) The exhibitor form hasn't gone out yet, the presenter pool is a little small but the change of days should be good for attendance.
 - g) Tech SID (Wayne) fall meeting will be held in conjunction with the fall conference in ITV sessions. Wayne will send info to Lars for web
 - i) Include more ITV sessions, meeting during TIES conf. Wayne & Sue will do session on group during conf, Jan meeting, Feb meeting TIES coordinator. Lisa Finsness offered Osseo as site for spring meeting. There are problems with the budget because the fall meeting was not well attended which left the SID in the hole. Can MEMO help? Is it appropriate? Can the president's discretionary fund be used? Information technology fund? Wayne will submit to Deanna, next year we should allocate a small budget. Motion passed to cover \$30.83 deficit.
 - ii) Gary Gange, co-chair elect will coordinate mailing for spring, should submit request for funds, there is money available.
 - iii) Networking/ Technicians SIG is also meeting, large group (50) met in Rochester, this is a high interest affiliate of the Tech SID, not a 2nd SID
 - iv) How and to whom is SID info being communicated?
 - h) MDE report- Mary put item on Commissioner's Corner to highlight National School Library Month. She's also looking for content to post SLM page. ELM databases funding remains an issue, also funding for telecommunications, Suzanne at a DC meeting. METRONET Census info can be posted on website.
 - i) Mary is working on E2T2, state tech plan. Will also post link to MEMOweb, and Information Literacy Standards.
 - ii) Gina expressed gratitude for Mary's work.
 - i) Legislative report (Elaine: arriving 5:30)
 - j) Conference schedule: Barb Theirl reported that we will meet at the Thunderbird in the metro area in 2006, we are scheduled to meet in Duluth at some point in the future. The discussion focused on need to consider outstate members when choosing locations.
- 4) Action items:
- a) Appoint representative to the MN Digital Library Project Daardi Sizemore, (daardi.sizemore@mnsu.edu) - Jane will investigate, Spring Lake Park LMS a possible candidate.
 - b) ARLD (Association of research librarians) invites MEMO to consider creating a joint "instruction" interest group. Also wants MEMO rep, would like to consider joint ventures. This group might have listserv, sponsor a program at the state conferences, regional luncheons, have a small conference in the spring. (ARLD has a one-day conference.)
 - c) Minnesota Story Time is a state-wide project, spearheaded by the Children's and Young People's Section of the MN Library Association and the Minnesota Humanities Commission, to develop reading guides for teachers and librarians. All the books included are written or illustrated by Minnesota authors or illustrators. While there are a few kinks to work out with that project (a searchable database), we would like to begin expanding the project to include chapter and teen books. The working title for the chapter book project is BAM (Books Across Minnesota)- if you have a great suggestion for a name we will gladly consider it! We're looking for a few more committee members, particularly a middle or high school librarian/reading specialist. If we can be even more specific, we need some committee members who work with a significant ESL population. So I was hoping you might recommend a MEMO member or two who might be interested in helping develop the project. Melissa and Mankato LMS students will act as our reps.
- 5) Discussion:
- a) Tech SID membership: who is joining? Many still haven't joined MEMO. Important to get minutes out

to everyone. Should SID members be billed for 4 meetings, ahead of time, in fall?

- b) Literature SID membership: what are the benefits?
 - c) Mid-Winter conference- - we can discuss at summer meeting, high participation from outstate folks
 - d) TPT Capstone and LMS technology skills- LMS tech Skills- how to keep up to date? Leslie shared idea from Region III Meeting- several state organizations collaborate with their departments of education to offer training, many funded through grants.
- 6) Once around the table
- 7) Written Reports:
- a) East Central--Jane, I will not be able to join you tonight, but just want to let you know what we have done this spring. We (East Central) had our spring meeting Monday evening. It was a very successful event. 33 people attended. We had based our program on Patricia Post's "Pump It Up" survey from last year. The number 1 need was database training, so that's what we did. Mic Golden and Wanda Erickson from GRRL trained us on the databases available to us from the public library. We had a wonderful meal, and then had time for visiting, a tour, or working in the computer lab and ended with a short meeting. I will see you at the Leadership training this summer. Barb Bestick