**Dubuque Area Library Information Consortium**

**January 23, 2020**

**Wartburg College**

**Dubuque, IA**

**MINUTES**

**Attendance:** Chair, Victor Lieberman, Becky Heil, Bill Carroll, Chris Doll, Amanda Vazquez, Kristen Smith, and Susan Ebertz.

**Call to Order:** The business meeting was called to order at 8:35 by the Chair.

**Approval of Agenda:** A motion to approve the agenda, with the corrections of adding Katie Pauls and Amanda Vazquez, and removing Elena Lanz from Conference Planning Committee list, was made by Heil and seconded by Carroll. The motion carried.\*

**Approval of November 21, 2019 meeting minutes:** A motion to approve the minutes, with a correction to the spelling of Heidi Pettitt in attendance, was made by Heil and seconded by Carroll. The motion carried.\*

**Treasurer’s report:** Treasurer’s Report dated January 23rd was received, and an updated November 21st report was distributed. Error noticed by Heil in Balance as of November 23, 2020 in PayPal account, correct amount is $2,778.96.

**Old Business:**

**Welcome New DALINC member:** Chair shared that the bylaws indicate that a request to join DALINC should be made in writing to the President. Due to the lack of quorum, chair recommends that at a subsequent business meeting, the membership of Dubuque Community School District should be voted upon. This should be added as an agenda item for the March business meeting. Conversation was held regarding the written request, including whether the receipt of payment from an organization can constitute a written request for membership. The bylaws of DALINC could be reviewed and possibly revised. Also, as a staff member of the interested library was invited to attend a DALINC meeting, could that constitute consent for the organization to join. It was agreed that the Dubuque Community School District had fulfilled the spirit of bylaw through meeting attendance and remittance of membership dues.

**2020 DALINC Conference Update:** Signed contracts have been received for keynote speakers Linda Hofshire (RIPL) and Stephen Hearn (University of Minnesota). Break out session options will be presented to the committee for consideration and approval. The group is considering offering two roundtable discussions instead of three-- one each geared toward academic and public librarians. In regards to the current budget estimates, with 40 people attendees, the conference may lose $300-400, and with 50 attendees, it should make a profit. Meal and refreshments were discussed. Smith will request pricing estimates based on 50 attendees. The DALINC website is up and conference information is available there. Doll will share the conference-specific logo for inclusion on the website. The registration form, lodging information, FAQs and more are on the website, but may require some corrections. The website states that information about conference rates at a hotel will be removed from the website, as the group felt it is unnecessary to make local arrangements for the few number of traveling attendees anticipated. Instead, the lodging page will list more potential accommodations.

**New Business:**

**Election of DALINC Officers at May Meeting:** Election of officers will occur in May, with one business meeting before that. Pauls is Chair-Elect and will serve as Chair in FY21. The Chair position generally alternates between a representative from public and academic libraries. Chair-Elect (to chair in FY22) and other offices (to serve in FY21) will be elected in May. Nominations have previously been made by an executive committee, though this has not been the practice for the past few years. The group will finalize the ballot at the March meeting.

**Announcements:** Unminuted

**Next meetings:**

Breakfast Meeting: February 27, 2020 – Inspire Café

Business Meeting: March 26, 2020 – Clarke Univ.

Breakfast Meeting: April 23, 2020 – Inspire Café

Business Meeting: May 28, 2020 – Divine Word (Epworth)

**Adjournment:** A motion to adjourn was made by Ebertz and seconded by Carroll. The motion carried. The meeting adjourned at 9:35 am.

\*Motions were made and approved later in the meeting after a discussion of quorum requirements. It was the sense of the assembled group that January and poor weather conditions constituted an abnormal condition and that for the January 23, 2020 meeting, 6 members plus the chair may constitute a quorum.

Minutes prepared by Amanda Vazquez