

MINUTES

Thursday
23 March 2023
8:30 AM
Loras College & Remote

Present: Kristen Smith (Loras); Amanda Vazquez (DCLD); Becky Canovan (UD); Elizabeth Winter (Divine Word); Victor Lieberman (NICC).
Remote: Nick Rossman (President; C-SPL); Susan Leibold (Clarke); Eunice Riesberg (State Library); Susan Ebertz (Wartburg); Shirley Vondehaar (Dyersville).

1. Call to Order

The meeting was called to order at 8:30 by Pres. Rossman.

2. Approval of Agenda

Moved & seconded (Lieberman/Smith). Approved.

3. Approval of January 26, 2023 meeting minutes

Moved & seconded (Canovan/Smith). Approved.

4. Treasurer's Report

Treasurer's report distributed in advance. Informational item. Further discussion at agenda item 6a.

5. Old Business

a. Review By-laws/Policy (brief update)

Committee: Rossman, Lieberman, John Berg (UW-P)

Ongoing review and update of DALINC Bylaws as charged at meeting 1/26/2023. Rossman briefly discussed need to file with State of Iowa with Riesberg during meeting, who said she'd check with Iowa Secy. of State to determine if need to submit changes there. Some organizations handle this less formally.

b. Spring Workshops

Committee: Lieberman, Rossman, Vazquez.

Lieberman updated group on DALINC workshops. Information update sheet distributed at meeting and via email. One workshop planned for April on library statistics, and a second for May on grant writing for libraries. Rossman has confirmation from Cheryl Sheldon for May and will work with presenter on schedule & details. April workshop will be moderated by Lieberman at NICC (in-person & remote), with brief presentations by staff at DCLD & C-SPL about their challenges/solutions to statistical reporting, with further conversation & document review among attendees. Vazquez will

update DALINC website with content of current workshops. Committee will coordinate message to go out to DALINC to publicize events. CE credit link will be available to attendees wishing to apply to State Library.

Future workshop topic suggestions noted & requested:

- Meet & greet area legislators (fall 2023?)
- Obscenity challenges in libraries
- Policy audit (various sessions/policies) as interest

c. ALA Chicago bus rental

- Rossman obtained bus rental quotes from 3 local companies
- 2 quotes ca. \$2,100-\$2,300 for 47/56 passenger coach (Midwest & Windstar). Tri-State was also suggested. Pickup at Loras again.
- 2016 trip data (Ebertz): 30 DALINC + 5 non-DALINC attendees; \$35/person charged for non-DALINC; Further discussion about cost. Agreement to again offer 2 seats to each DALINC member library, with additional seats made available if extra. Previously payments from non-DALINC members travelling with group were received in February & March, so our plans should be firmed up soon.
- Rossman will email members to get preliminary rider numbers.
- Leibold will check with sales rep on free passes to ALA exhibit hall for Saturday of trip. Otherwise exhibit hall daily cost \$80/\$100 early/regular fee. Early price ends March 31.
- Potential to open up bus ride outside of Dubuque Area

6. New Business

a. Treasurer role

(Ebertz)

- DALINC must have address of record for IRS, DB&T bank account, and PayPal account. Leibold volunteered to have Clarke Univ. be official address, & will forward information to Ebertz. Checkbook will have to be reprinted with new DALINC address once established.
- Where to house print archives of DALINC presently at Wartburg? Liebold said these can also reside at Clarke. Ebertz indicated she has records from 2001-Present. Some DALINC records may also be at C-SPL, UD, & Loras from past leadership.

★ Email Accounts Discussion (Ebertz & others)

There is a Treasurer's email setup with the address treasurer@dalinc.org. This email is the one used by PayPal and receives payments. Ebertz does not typically go into it directly, but has messages fwd'd to her email. Password has not been changed recently. Account and access is likely maintained by NiceSite design who hosts the DALINC website. Vazquez will contact the company to learn about accessing, maintaining, and maybe changing the address if needed. Ebertz provided contact & phone at meeting.

There is a 2nd email account, DubuqueDalinc@gmail.com, which we may use if we wish to organize and digitize our archives in advance of posting content to our DALINC website.

b. Treasurer appointment

- Rossman volunteered to step in to Treasurer role after May. Will confer with Ebertz about transition before her retirement this year.

c. ALA Group rate

ALA offers a group rate for multiple conference registrations. For every 5 people a group registers, they obtain one registration free. Were DALINC member libraries who were intending to send staff to ALA to register together (cost \$385-\$490 depending on advance registration), savings could be considerable. So, should 15 people register as a group, 3 additional members could also register and the savings of perhaps \$1,470 could be divided among the libraries.

From the floor:

Due to a scheduling conflict with an ACRL conference held at Loras in May, the May DALINC business meeting has been moved to Thursday, May 18, at 2 PM. It will be held at Clarke University.

7. Announcements (unminuted)

Meeting concluded at 9:30. Unminuted announcements continued afterward.

Submitted by

Victor Lieberman
DALINC Secretary