

The Association for Rural & Small Libraries, Inc.

Board Meeting -- Sunday, October 4, 2015 – Little Rock, Arkansas

ARSL Mission: *The mission of the Association for Rural and Small Libraries is to provide a network of people and materials to support rural and small library staff, volunteers and trustees to integrate the library thoroughly with the life and work of the community it serves.*

MINUTES

The meeting was called to order by President Kofoot at 10:04 am.

MOVED Calhoun/SECONDED Elmore to approve the agenda as presented.

DISCUSSION: None

APPROVED by the Board

Consent Agenda:

- Approve Minutes of Last Meeting*/** (*Minutes not available – tabled*)
- Current Financial Statements*/**
- Member Services Committee Report
- Conference Planning Committee Report
- Partnerships Committee Report
- Member Development Committee Report
- Governance Committee Report
- Finance Committee Report
- Executive Committee Report
- President's Report

MOVED Brice/SECONDED Green to approve the consent agenda.

DISCUSSION: July Minutes not available. Tabled until they are available. It was noted that several committees provided no reports in Dropbox.

APPROVED by the Board

Election

- **Elect Treasurer*** (Susan Hughes has agreed)

MOVED Hixon/SECONDED Elmore to elect Susan Hughes Treasurer.

DISCUSSION: None

APPROVED by the Board

- **Elect Secretary*** (Amy Marshall has agreed)

MOTION: No initial motion offered.

DISCUSSION: Concerns were raised about Amy's capacity to continue as Secretary.

MOVED Elmore/SECONDED Hixon to elect Carolyn Petersen Secretary.

DISCUSSION: None

APPROVED by the Board

Review How We Work Together as a Board

- **Board Member Position Description** -- was included in the board packet. Members were asked to review
- **Review/Revise the document: How we work together as a board:**

President Kofoot reviewed the document with members. Three additions were added by the board during the discussion:

- *When members need additions to the website, they must send complete information about the change to Kieran, and he will make the changes. Kieran will create a form to assist with this.*
- *There is an expectation that Board members will read the materials posted in Dropbox for the Board meeting prior to the meeting.*
- *The Consent Agenda was created to try to save time during board meetings, but if members have a question about something in a report they read that is included in the Consent Agenda, they should always feel comfortable to request that report be removed from the Consent Agenda and discussed at the meeting.*
- **Review Board and Committee meeting schedule for the year** – Jet reviewed the Board meeting agenda for the year that was included in the packet. It is not a change from last year.

President's Report

- **Copyright Issue: Vote to pay Gallery Stock*/****

President Kofoot, along with Past President Brice shared information about this issue -- ARSL has been contacted by two apparently related organizations – CartoonStock and GalleryStock – who have demanded payment for use of images that appeared on our website in the powerpoint presentations of two conference presenters. The first demand was for \$300+ and the second for \$800+. The board has consulted AMR's attorney on both demands, and has incurred over \$1200

in attorney's fees to date. One letter has been sent by the attorney regarding the first demand, and the attorney recommends that the second demand just be paid by ARSL.

Discussion ensued: Member Green, who has experience in a law firm suggested that there is language that can be inserted into a letter including payment that would indemnify ARSL against additional demands such as this.

MOVED Hixon/SECONDED Stephenson to pay the demand, including the statement suggested by Green, and to contact the two presenters who used these images to inform them of the issue, and to request a contribution from them toward the cost of this issue.

DISCUSSION: None

APPROVED by the Board; OPPOSED: Green, Elmore; ABSTAINED: Brice, Pearson

There was some discussion about how to avoid issues like this in the future. It was shared that a clause has been inserted into the speaker's agreement which places the responsibility on them. Additional alternatives were discussed, but no action was taken at this time:

- Someone suggested posting them on the website but requiring a password for members to access them. It was explained that this is an expensive alternative, and could actually make the situation worse by having it seem like we are demanding payment (i.e., membership) to access images that we didn't have permission for.*
- One alternative to posting them on the website, would be to send them out to the listserv instead. This would make them unavailable to the "web spiders" that organizations like CartoonStock use to crawl the internet in order to make demands for payment. It was mentioned that this would make access to the presentations a member benefit as well.*

• Review/Approve AMR Workplan*/**

President Kofoot reviewed AMR's role and reviewed the proposed workplan for the year. Sara Zach is our contact person there, and we pay by the hour for Sara's time and services utilized. Jet suggested that if members (other than the Conference Chair who needs ready access to Sara) need something from Sara/AMR, that they should go through the President or VP Judy Calhoun in order to ensure that costs are controlled by not requesting the same information more than once.

MOVED Hixon/SECONDED Deery to approve the AMR Workplan.

DISCUSSION: None

APPROVED by the Board

• Review/Approve Directors and Officers Insurance*/**

President Kofoot explained that this is just a renewal of this policy, and that the terms and costs have not changed.

MOVED Stephenson/SECONDED Calhoun to renew the policy.

DISCUSSION: None

APPROVED by the Board

10:50

Remaining Board Orientation Pieces:

- **Parliamentary procedure** – *Tabled until a future meeting*
- **DropBox Overview**

Becky provided an overview of how DropBox is currently organized, and noted that some minor re-organizations are still in progress. She and Jet asked that members not create new folders in DropBox without discussing with them, in order to maintain order there. In addition, they would like Committee Chairs to put their reports and other documents into the Folder for each board meeting a minimum of one week prior to the board meeting. Afterwards, Becky will move the documents where they belong before deleting the folder for that particular board meeting.

- **Website – Overview of Layout**

Kieran provided a brief overview of the new layout he has just completed on Wordpress, and explained that it is also optimized for viewing on mobile devices. Board members expressed their appreciation for his work. He also explained that to get something added or changed, members must share complete information with him. He also offered to train people how to make changes for members who would like that option.

PUBLIC COMMENT – *None.*

President Jet Kofoot thanked everyone for their efforts, wished them safe travels home, and reminded them that the next meeting is scheduled for Wednesday, November 18, 2015, 10:30 am – Noon Central Time via Zoom.

MOVED Petersen/SECONDED Brice to adjourn the meeting.

DISCUSSION: None

APPROVED by the Board

The meeting ADJOURNED at 11:45 am.