

ACRL-OR Board Meeting Minutes

August 14, 2015, 12:00 – 3:00 pm
Oregon State University, Valley Library

Attendees: Elizabeth Brookbank (WOU), Hannah Rempel - chairing (Oregon State), Uta Hussong-Christian - minutes (Oregon State), Kate Rubick (Lewis & Clark), Jennifer Snoek-Brown (MHCC), Garrett Trott (Corban), Arlene Wieble (State Library),

Via GoToMeeting: Stewart Baker (WOU), Jen Klaudinyi (PCC), Tom Larsen (PSU), Bryan Miyagishima (LBCC),

1. Welcome and Introductions

2. Changes to Agenda

- Add Pack Forest scholarships

3. Approval of May 2015 Minutes - Hannah

- [missed name] motioned to approve minutes as presented
- Uta seconded
- Motion passed unanimously

4. Board Appointment Updates - Uta

- Several exiting members reappointed to board: Elizabeth Brookbank has accepted reappointment as Public Universities rep and Arlene will stay on as Oregon State Libraries rep.
- John Schoppert, Library Director at Columbia Gorge CC, has accepted appointment as Legislative Representative.
- Incoming new elected board members: Stephanie Debner (Vice-President/President-elect), Kate Rubick (Member-at-Large), Garrett Trott (Member-at-Large)

5. ACRL-OR [Award for Excellence](#) Committee - Hannah

- 1 nomination only this year (John Schoppert for GO – Gorge Open), so looked at nominations from last 3 years to widen the pool. Ultimately John selected.
- Arlene will order award plaque through usual vendor
- Thoughts on future of award:
 - Recent difficulties with the nominations center around intended project focus and as opposed to lifetime achievement award. The nominators have hard time distinguishing between the two (partly because the form starts with person's name rather than project info). Need to change form to emphasize project focus (ask for project name first) and self-nomination. Hannah and Jen Klaudinyi will draft new form prompts
 - A potential source of many projects Oregon academic librarians are working on is LSTA grants award but State Lib is not good about promoting those projects so librarians are not aware of what is being developed resulting from

grants; routes of promo this year included Libs-OR, Oregon library directors listserv, our Board listserv, Oregon CC director listserv, the ACRL-OR blog

- Get award call out before regular term ends (community college librarians leave for the summer) – Hannah update award calendar on wiki
- Think about frequency of award – maybe every two years (Menucha years) starting with Menucha 2016. There would be a bylaws change needed if we moved it to every other year. Uta put prompt notes on the wiki to evaluate decision to move to next year after Menucha 2016
- Think about giving it out at OLA rather than Menucha and change deadline (to eliminate community college gap). This was ultimately rejected as the focus of award is academic in nature and Menucha/Pack Forest is our big academic gathering.

6. School Librarian Input (Bryan)

- At ILAGO, Bryan talked with Jim Tindall (district lib in North Wasco School District and only national board certified teacher librarian in Oregon) about how ACRL-OR can connect with/support school librarians. Jim suggested contacting Lisa Tegethoff (librarian at St. Ignatius School and ILAGO President) to see about moving forward. Uta will connect with Lisa.

7. Funding Occasional Conference Attendees (e.g., OASL) or other activities that foster K-12/academic librarian collaboration - Elizabeth, Arlene, Bryan

- Recommendations from the group for moving forward with this include:
- Keep this discussion as a standing agenda item. Timing is tricky but August is probably best for discussion prompt because the OASL conference is in October. The regular discussion might include doing nothing for the cycle but keep the discussion going. Uta will add to meeting agenda schedule.
- Establish permanent budget line (gets regular review) - \$1000 is proposed
- Open up to:
 - sponsorship to attend, exhibit, or present at a conference (OASL, regional conferences, or others, including outside of Oregon)
 - this could include a conference that is not directly for school librarians but that has a relevant theme.
 - if this is just attendance, there will need to be some specific stated activities/outcomes asked of the sponsored individuals by the board (i.e. what will be accomplished by attending?)
 - creating a conference, workshop, unconference, pre-conference program, etc.
 - collaborative research project
 - paying for a substitute teacher so that a K-12 librarian could participate in a conference during the week
- Send out call for new proposals right after OASL conference call for proposal (in April) if we don't get anything in initial Fall call, keep it open and put new call out in February. Uta will add to meeting agenda schedule

- Solicitation for proposals: description of activity, how it promotes school and academic librarian collaboration, amount requested, institutional support
- Administrators need to demonstrate some type of in-kind support (time off, funding, paying for substitute teacher, etc.) and approve the activity
- Promoting the solicitation for proposals:
 - Advertise at OASL (via our sponsored presenters, exhibiting, schedule ad?)
 - Invite OASL president to our board meeting once a year or to a portion of a board meeting with agenda items pertaining to OASL/academic librarians collaboration (Uta will reach out to OASL Pres)
 - Communicate through the State Library school library rep
 - OASL listserv
 - Arlene will ask Jen Maurer for more ideas
- Not at the level of bylaws change yet since regular review of budget item
- Do we need to consider awarding CEU credits and what is involved?
 - not one set way to do that each school district does it different; if we host any events that school librarians attend, consider offering participation certificates (forms the basis of credit); contact PSU who offer curriculum/coursework to certify activity
 - May not want to get into this or have person attending initiate the process
 - Put language in announcement to contact organizers (if us) if interested in CEU's or language that participants will get certificate for X hours
 - Have Lori and Paige (2015 OASL attendees sponsored by ACRL-OR) write up blog post. Elizabeth will make contact and ask for this.

8. Report from the OLA June Board Meeting and Board Retreat - Hannah, Uta

- June Board meeting
 - Best practices for hybrid meetings for OLA (fall under category of best practices for good Board meetings more generally)
 - Clear agenda
 - Moving away from verbal report out – submit written reports (and discuss action items if needed)
 - Leadership Task Force (Candice via Jennifer S-N) – leadership scholarship task force
 - Seed money secured
 - Provisionally renamed OLA Leads
 - Footage for video - got at Board retreat
 - Connection to new OLA Leadership Mentoring Committee is not well defined
- Overarching themes for August OLA Board Retreat
 - Undertaking Strategic Planning which will help identify direction for some of the issues below
 - Member Engagement/Communication – how do we get more members engaged, especially in the work of OLA (division, committees, round tables)?

- Shared Workspace - need better platform for working together and communicating – investigate cloud-based services
- Institutional Memory – kind of goes along with Shared Workspace and there was concern about moving forward without being able to easily access what had been done in the past (physical archives at State Library seen as “not accessible” and “not helpful”)
- Increase Diversity
- Conference modernization – Bend contract covers everything (no nickel and diming for small tech needs... flip charts, etc), virtual options
- Professional Development - how to engage membership with this

9. Goals for 2015-2016 - Uta and Hannah

- Develop content and plan for Menucha 2016
- Continue develop web/outreach strategy with consistent monthly content
- Continue to develop partnerships and collaborative opportunities with SSD
 - the reality is that SSD has money AND SSD is mostly public lib staff (less than 10 academic staff with current membership). Probably should work more on advocacy role – reach out to academic library directors to highlight the value of academic conferences for their classified staff (Uta rework goal to reflect this). Perhaps work toward programming at SSD conference that is academic in nature (might need to reach out to conference planners). A lot of support staff attend job-related conferences (e.g. NW-ILL)
- Develop and recruit academic content for OLA Conference 2016
 - Propose a panel of librarians who’ve attended Harvard Leadership Institute to follow up on successful Leadership pre-conference from 2015 (Lauren Pressley (UW Tacoma), Cheryl Middleton (OSU), Michael Boock (OSU), other areas libs)
 - No sponsor unit required for the 2016 conference but orphan proposals are still a concern, though if no resources required (e.g. speaker fees) then not a pressing issue
- Support attendance for 1-3 libs to attend already established professional development events in the region in 2015-2016
 - grows out of professional development and difficulties in attracting attendance
 - Why limiting to region – not really necessary to do so
 - Open to virtual – why not
 - Continuing Ed
 - Member benefit only
 - Up to \$500 per person (\$1500 total expenditure) – rolling application and don’t limit geographic, ACRL-OR membership. Uta & Hannah work on firming up
- Explore offering a virtual book group via twitter
 - Worth exploring
 - If we’re going to be on twitter, gives us way to launch, critlib as model, choose books that are not necessarily academic library focused but of interest more broadly
 - Discussion group as opposed to book discussion group?
 - Add to member meeting at Pack Forest to get titles of interest

- Table discussion for now (Uta revisit at September meeting & at Pack Forest)
- Expand Q&A series with Oregon academic library directors
 - Way to connect with our new liaison role
 - Include advocacy question as part of Q&A (use Arlene's questions)
 - Try for new or retiring libs first
- Develop portfolios for ACRL-OR Board Members
 - Develop portfolios – helps define roles where those roles are not defined in our bylaws – annual discussion and attach to goals discussion (begin process of tying work of board to)
 - Concern is knocking people out of running during elections due to inflexibility if “role” is specified
 - “Goals for ourselves” for September meeting – what projects do we each want to take on

10. Budget Report - Hannah and Uta

- worked to make 2015-2017 budget more transparent so included separate lines for Fall Conference scholarship (even though Menucha ones are reflected in total “income”)
- Will continue balance draw-down strategy for the current cycle
- Questions to consider
 - fund paraprofessional scholarships to Pack Forest? Yes for current cycle (and yes, continue with Menucha conference scholarships)
 - maintain funding line for legislative rep travel? Table until Leg rep can attend (September meeting Uta)
- Collapse OASL lines into academic-K-12 collaboration (\$2000); use \$1200 toward professional development scholarships - Uta

10a. Pack Forest Scholarships (addition)

- Committee is Uta, Kate, Garrett
- Scholarship deadline 9/16
- Announce winner by 9/23 (Monday)

11. Communications Coordinator Position Description – Jennifer

- need to revise to reflect the duties of maintaining the ACRL-OR web presence
- Current wording: “In coordination with the President and ACRL-Oregon Board, this position keeps the ACRL section of the OLA website up-to-date, including:”
 - Proposed revised wording: “**In coordination with the President and ACRL-Oregon Board, this position keeps the ACRL-Oregon web presence up-to-date, including:”**
- Current wording: “Other communications duties include publicizing via the ACRL-OR website, MemberClicks ACRL-OR member email list, ACRL-NW and LIBS-OR discussion lists”

- o Proposed revised wording: “Other communications duties include publicizing via **multiple channels, such as** the ACRL-OR website, MemberClicks ACRL-OR member email list, ACRL-NW and LIBS-OR discussion lists”
- Vote on at next meeting

12. Blog Liaison Sign Up for 2015-2016 - Jennifer

- We sign up to be liaisons
- Sign up for blog month
- Send Jennifer preferred email addresses – give wiki address (Jennifer will prompt with email)
- Check online for updated board member info (ALL)

13. Twitter Account Update - Stewart

- Created twitter page on wiki with recommendations/ideas
- How heavily do we want to use twitter (announcements / other content – is it sustainable?)
- Need to have someone take lead on keeping an eye on content (particularly that is event based)
- Members are looking for volunteer options? If they are interested?
- Think about social media position (take from Member-at-Large) – to build this into sustainable position. Revisit this idea at upcoming board meeting -Uta

14. Facebook Account (Hannah for Janet)

- Not addressed at meeting but updated from Janet is that the account is closed down

15. State Library Report (Arlene)

- Postpone to September meeting

16. OLA Conference Planning (Uta)

- Deadline for submissions is Sept. 30 (Theme: Tell Your Story)
- Drumming up submissions
 - Call for proposals on blog, Libs-OR (AFTER formal call goes out which should be by 8/23 per Liisa)
 - Target individuals: Kerri G-D/Cheryl (Harvard Leadership),
 - AMD/Bob Schroeder about auto ethnography
 - Panel on what successful job interview looks like in different types of libraries

17. ACRL-OR Reception at OLA Annual Update - Uta

- Uta talked with Liisa Sjoblom at OLA retreat and let her know we want bar area of Riverhouse for reception; she asked us to wait to contact Riverhouse as they are in

midst of renovation; confirmed with Jane Scott that we DID NOT do drink tickets previously.

20. Upcoming Meetings – Hannah

- Schedule done via Doodle after the meeting. Meeting dates/locations below.
Friday, Sept. 25 – Oregon State Library
Thursday, Oct. 22, Pack Forest
Friday, Dec. 11, virtual meeting
Friday, Feb. 19, Reed College
Friday, May 13, Lewis & Clark, Watzek 245
Friday, Aug. 12, Stephanie's choice

21. Adjournment 3:20ish