

## **ACRL-OR Board Meeting Minutes**

February 19, 2016, 12:00 – 3:00 pm  
Reed College Library

**Attendees:** Uta Hussong-Christian - chairing (Oregon State), Stephanie Debner – minutes (MHCC), Arlene Weible (State Library), Garrett Trott (Corban), Jennifer Snoek-Brown (MHCC), Jennifer Cox (Art Institute of Portland), Kate Rubick (Lewis & Clark), Elizabeth Brookbank (WOU), Hannah Rempel (Oregon State), Annie Downey (Reed), John Schoppert (CGCC), Jen Klaudinyi (PCC)

Via GoToMeeting: Bryan Miyagishima

### **1. Welcome and Introductions**

### **2. Changes to Agenda**

- Association news blurb

### **3. Approval of December 2015 Minutes - Uta**

- Garrett motioned to approve minutes as presented.
- Jennifer S-B seconded.
- The motion passed unanimously.

### **4. Budget Report - Uta**

- We're right on track with our budget. Current balance is \$18,670.32.
- At the beginning of the board year, Shirley asked if we would want a regular profit and loss statement, but that would require transitioning to a one-year budget cycle. Uta broke out the budget into two years, so Shirley can do this. It is understood that one year will show lots of loss, and the other will show much more income/gain (Menucha year).
- Garrett asked about the status of the investment account proposal from OLA. Uta mentioned this would be covered in the OLA Board Meeting Report.

### **5. February OLA Board Meeting Report - Uta**

- Bryan is our nominee on the Governor's Panel on Educational Advancement. It is a 15-member advisory board with a short-term commitment. Committee is charged with making recommendations to the governor on educational policy.
- ILAGO is considering the Saturday after OLA for their conference, starting in 2017. The idea is to have the ILAGO conference rolled into OLA and to help integrate school librarians into OLA/ILAGO participation.
- There's an idea for OLA down the road (2020) to turn pre-conference activities into post-conference activities. ACRL-OR might then want to think about a different day for its reception.
- OLA is working with a new investment firm. Initial focus: invest the large balance of the checking account. Scholarship fund amount is not being touched right now. One the initial investment strategy is in place, OLA will then look at divisions with large bank balances.

- Strategic Planning group recommended a strategic planning consultant to the board. The group made a recommendation for the Coraggio Group. OLA will be very clear with the consultant about the process and deliverable(s) desired.

## **6. OLA/OASL Integration Update – Hannah**

- For OLA 2017, add on a Saturday of content that will have offerings that appeal to school librarians, but that would also appeal to other librarians. To control costs, the Friday author event is at Salem Public Library; Saturday morning to afternoon event will also be at Salem Public.
- This new pattern/effort may be interrupted for the next time that there is a joint WLA/OLA conference.

## **7. State Library Report -- Arlene**

- There have been a lot of delays with implementing a new software platform for Answerland. This is having an effect of whittling away at their volunteer base. Please send any students/interns/etc. to Tamara Ottum if they're interested in volunteering.
- Newspaper article in Newberg about CIP (Continuous Improvement) report: Newberg district isn't passing the requirements regarding school libraries. The newspaper article dismissed the importance of having/staffing school libraries.
  - Jen Maurer is also taking this to OASL, OLA, and OLA legislative committee.
  - Should ACRL write a letter of support? Solicit members to write in support? Solicit academic librarians in Newberg, say at George Fox?
  - Arlene provided materials to Uta to facilitate writing a letter of support. Garrett suggested addressing letters of support to the school board.
  - Jennifer C. offered to connect with someone she knows at ALA advocacy office for ideas.
- Jennifer S-B mentioned case of Clark College getting rid of Opposing Viewpoints database. Arlene said that any concerns or details about content of the database should be brought to herself, Diane Sotak (UP, current chair of SDLAC), Amy Hofer (CC rep), or Emily Miller-Francisco (SOU), so that SDLAC can see if the vendor is violating their contract with the state and to bring any concerns forward.

## **8. Legislative Update – John**

- Concern about summer learning legislation at last committee meeting.
- Legislative Day in May
- Discussion of the OLA scholarship moving away from funding MLIS study towards funding professional development / leadership development.
- Clarification: link that John sent out about a new website was for OLA legislative committee's page/site, not for a new website for OLA.
- OER bill 2871: they're in face-to-face meetings now for administrative oversight (full-time administrator, PT admin assistant, administering funding from the bill). Look for grant opportunities for your institutions.

## **9. OLA Conference Planning – All**

- Feedback forms. Do we do them this year, since we're not sponsoring the same way? It was suggested that we ping all academic presenters to alert them that ACRL won't be providing feedback forms, and if they want to do their own, they are welcome to do that.
- Sessions are up on the website and tagged. In terms of pre-conference promotion, with the Sched.org feature, we can provide links directly to session descriptions. Promote

these now or in April? It was suggested to do this now; Jen S-B also mentioned to highlight how many academic programs are occurring each day.

- Hannah wondered if we'd want to facilitate any carpooling information for members.
- ACRL-OR reception (Kate). We've been discouraged from having the reception at the Riverhouse bar. Kate proposed that we have the reception at the Riverbend Brewing Company, which will have a separate room for us and is in short walking distance of the conference location. This proposal met with approval.
- There will not be a banquet this year. Instead, there will be a president's party on Thursday night with a live band. You can register for it separately under a meals-only registration.
- On an OLA note: regarding the communication that went out about nominations for president, Hannah mentioned that this is a "public librarian" year.
- Jennifer S-B asked about ACRL sponsoring any programs this year. Uta said that quite a few sessions are tagged with ACRL. Would we have someone to do introductions for the sessions? No.

## 10. Planning ahead – All

- Intentional approach how we get volunteers for several opportunities coming up.
- Uta created a Google spreadsheet to clarify/organize volunteering opportunities, with the opportunity, the term of time involved, and the number of volunteers needed per opportunity. Most of these would be ending at the end of the board year, but some carrying through Menucha.
- Nominating committee. Voting needs to start May 1 (according to by-laws), so we need a slate nominated and approved before that. **Volunteers: VP, Jen K., Jen C.**
- Award for excellence. **Volunteers: President, Past President, John**
- Scholarship committee (professional development scholarship, academic/K-12 collaboration, conference scholarship) – standing committee. **Volunteers: Annie, Kate, Hannah**
- Several Menucha-related opportunities:
  - registration/housing: **Garrett, Arlene**
  - speaker arrangements: **President**
  - posters: **Kate, Bryan**
  - short talks: **Jennifer S-B, Jen C**
- Social media coordinator: **Elizabeth**
- Professional Development webinars coordinator. **Uta** can keep doing this until the end of the board year, but wanted to get it on the list. Note: ACRL national has now upped the number of simultaneous logins for these webinars (for each state chapter), so it should be easier to get events organized around these opportunities.
- Posters discussion. Idea: do a poster session with wine and cheese, pre-dinner. Look at moving them to a different location (not in the main lodge balcony).
- Short talks: yes, keep some version of short talks.
- Idea this year for Menucha to have deadlines earlier, including opening registration.
- Jennifer S-B mentioned that the communications coordinator is involved in any process that involves forms. Uta suggested that we move everything except conference registration (i.e., everything that doesn't involve money changing hands) out of MemberClicks to Google Forms, since we have an ACRL-OR Google account. The board agreed to this idea.
- Social media coordinator discussion (standing commitment). Proposal to do something like a volunteer position from someone on the board, with a one-year commitment.

Looking for other academic-related content to add to the Twitter feed; we already have content from blog going to Twitter feed.

- Should there be an expectation that the person who takes this on will also take on other volunteer opportunities?
- Idea: try it out; how much time does it take?; is there measurable increase in views, followers, comments? We should document that this is what we're agreeing to, expectations, person who takes it on should document the time they spend on it.
- Registration fees. Last Menucha was \$130 for members; non-members \$140 or \$145. There might be a slight bump for food costs, but housing has not changed. **Uta** will ask Menucha for information about menu costs, and we can finalize the registration fees at the May board meeting, right before registration opens.
- General theme: Supporting and promoting innovation and creativity across academic libraries.
- Keynote presenters set: Hannah Rempel and Lauren Pressley. Both have agreed to donate their speaker fees back into the scholarship fund.
- How closely are posters and short talks tied to the theme of the conference? There's definitely room for flexibility there. Could be presenting on a project that people did or the tools that people used to accomplish them; also ways to lead or communicate.
- Uta suggested that there be a Google hangout for people involved more in Menucha planning before the next board meeting, perhaps in late March.

#### 11. Professional Development Scholarship – All

- We'd agreed that we'd divide the scholarships roughly into trimesters. Applications can still be accepted on a rolling basis, but committee would meet three times a year to award funds. Calendar for review: end of April, end of August, end of December.
- Would it make more sense at this point for the scholarship committee to sit down together and work out the process? Yes.
- **Garrett** will add additional questions to the FAQ for everyone to review.
- Jennifer S-B mentioned that once this information is finalized, that we need to make all of the scholarship information clear on the website.
- Question about handling the payouts. Reimbursement seems to be the way to go.
- **Note: Academic/K-12 collaboration review.** Document linked in the meeting agenda.  
**All:** Feedback to the scholarship committee by Friday, February 26.

#### 12. Other matters -- Uta/All

- Initiating proposed by-laws changes. OLA Board addressed that "OUS rep" needed to change to "Public Universities rep." Uta talked to Buzzy Nielsen about this; he agreed to special dispensation on a membership vote, since this is such a minor change.
  - We're currently off-cycle for some of our appointed positions. We can change the by-laws to reflect current process, or in next round of appointments, ask people to serve a longer term to bridge the gap and bring us back into alignment.
  - Positions appointed in odd or even years is in by-laws. Jennifer S-B suggested that this information should be put into position descriptions. **Jennifer S-B** will update this on the website.
  - Odd years: Public Universities rep, Legislative rep, Private Colleges rep
  - Even years: State Library rep, Community College rep, Communications coordinator
  - It was agreed to adopt the latter method to get us back into alignment.

- ACRL national letter to new members now has a line about checking into their local chapters, with information about how to find the local chapter. Jennifer S-B mentioned that we'd been getting increased traffic to our site from the ACRL national site.
- Uta got confirmation from ACRL national that we do not have to change our logo.

### **13. Kudos**

- Uta gave kudos to Stephanie for getting so many director interviews for the blog in February.
- Suggestion: to retitile the series Library Leaders to make it more inclusive. **Jennifer S-B** will rebrand the series.

### **14. Next Meeting**

- Friday, May 13 at Lewis & Clark (Kate hosting)

### **15. Adjournment: 3:04 p.m.**