

## Eastern New York Chapter of ACRL Board Meeting Minutes

**Date:** Tuesday, April 26, 2005

**Time:** 10:30am – 1:00pm

**Place:** SUNY IT, Cayan Library

**Attending:** Inga Barnello (President), Michael McLane (Past-President), Martha Walker (Secretary), Steve Black (Communications Chair), Sheldon Wein (Treasurer), John Thomas (Membership), Gretchen Lieb (Government) Mary Anne Waltz (VP/Program Chair), Deborah Bernnard (incoming VP/PE/Program Chair), Lorraine Melita (incoming secretary), Patricia Hults (incoming Communications Chair)

**Please note:** This was a transitional meeting of the board and included newly elected directors.

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I. Minutes correction: The minutes of the January 27th, 2005, telephone conference were approved with one correction. The meeting ended at 11:10am not 1:10pm.

II. President's report:

A. Inga discussed her plans for compiling the ENY/ACRL Conference Planning Handbook, which is intended as an in-depth conference planning guide. Inga has recruited Barbara Norelli and Barb Grimes for writing the Handbook. Inga asked the Board for a deadline for the work. The board suggested August 15th for the first draft and for the complete document by the January 2006 board meeting.

B. Spring Business Meeting: The board will be distributing the reports as we have done at the two previous business meetings, multiple copies will be available on the tables for attendees to peruse during lunch. Inga asked chairs for reports by May 9 so that they may be included in the packets. The spring business agenda includes: welcome, annual report, librarian of the year, introduction of incoming board members, review of spring 2004 business minutes, announcements, vote on travel reimbursement proposal, small raffle (during dessert), ALA registration raffle (at end of meeting). Mike reminded directors that board members are not eligible to win the registration raffle. Also, during the librarian of the year segment, Mike will discuss this year's situation -- that there were no nominations for this award. At the end of the lunch the student attendees will be told that they will not be charged a registration fee for the conference -- their checks will be torn up or their cash reimbursed.

III. Past President: Mike thanked Deborah, Pat, and Lorraine for agreeing to run for office. 180 ballots were distributed, 45 ballots received. Mike congratulated the new officers. Mike indicated that he will announce the election results on the Forum. Apparently there were no applications for the Newkirk award. Mike suggested that the

Board take this on as a project in the coming year. Should the board make greater use of our liaisons for this purpose?

#### IV. VP/PE/Program Chair:

A. Spring Conference: Mary Anne thanked Inga, Steve Black, and Mary Lindner for their help with the spring conference planning. She noted that they had done an outstanding job and pulled together a strong program. Mary Anne noted that there will be six poster sessions, plus there are 6-8 vendors offering raffle items. Uma Sharma will compile the evaluations once again. The registration deadline for the conference is Monday, May 2. Conference announcements have gone out to various listservs.

B. Fall conference: will be held on Friday, October 21 at Vassar. Gretchen will be the local arrangements chair. The tentative theme is assessment. A workshop on evaluation is being considered.

V. Membership: John noted that there are 119 members on the listserv. When new members join, John sends the Communications Chair their e-mail address. A message goes out to new members, which gives them the option of joining the list. Currently, there are 186 ENY/ACRL members, representing 64 institutions. Of these, 86 are also members of national. There are 32 active liaisons. John is working on a "Why Join ENY/ACRL" document. John is also working on the new Membership Directory, which will include new board member names and committee rosters. Inga reminded John about the ACRL reimbursement program of \$1. for every chapter member who is also a member of national.

VI. Government Relations: Gretchen attended ACRL and has looked at the ACRL page on Government Relations. She's thinking of ways to promote activist strategies among ENY/ACRL members via our web page. Gretchen and the board discussed the importance of lobbying -- not just for academic libraries but for all libraries. Other activities include mail-in campaigns. There are activities that one can participate in without leaving one's office. Board members agreed that our web site should include information on higher education legislative issues, even if it is simply a link to an ACRL link. Gretchen's goal for the coming year is to increase participation

VII. Treasurer: Sheldon reported that we are in excellent financial condition. Sheldon reminded the board that increasingly hosting institutions are requesting that the association purchase insurance to cover any potential conference problems. At the same time, Sheldon has been contacted about purchasing officers insurance. Martha mentioned that she is aware of another board who is pursuing this course for reasons that are not quite public. Mary Ann volunteered to pose the officers insurance question to the Board Chapters Listserv to pursue additional information on the topic.

VIII. New Business:

A. Reimbursement for chapter conference participants: This needs to be clarified and included in the conference planning and local arrangements handbooks. Generally our keynote speakers receive an honorarium and their travel is covered. Workshop leaders, panel presenters, and moderators generally have their registration covered. Panel presenters who are also ENY/ACRL members generally do not receive registration reimbursement. This should be discussed in detail at the next Board meeting and noted in the handbooks.

B. Raffle: The board moved and passed that it will allocate money each conference for raffle items to be purchased, rather than relying on personal or vendor donations.

C. ALA Chicago: Both Mary Ann and Deborah indicated their intent to attend.

D. Next Meeting: Will be held in mid-August at the Schenectady Community College.

IX. Adjourned: 1:00pm

Respectfully submitted, 7/29/05, Martha Walker