

Minutes of the ENY/ACRL Board Meeting

Monday August 4, 2008

Skidmore College Library

Present: Yu-Hui Chen, Pat Hults, Jane Kessler, Suzanne Preate (via phone), Suzanne Turner, Bill Walker, Susan Zappen

The meeting was called to order at 12:15. Susan welcomed our newest board member, Bill Walker. Bill is from Bard College and will serve as Government Relations chair.

Pat made a motion to approve the minutes of the May 19, 2008 meeting. Suzanne T. seconded the motion. The minutes were approved.

Committee Reports

Communications – Pat changed the publication time period for the newsletter. The fall newsletter will be published in September. It will be a special issue on digital projects. She has commitments for 8 articles. Pat inquired about the best time to publish the spring newsletter that would serve the spring conference. Early April was decided on.

Susan has written up a summary of the 2008 spring conference, which Pat will post on the Web and include in the fall newsletter. The Brown Bag lunches will also be advertised in the fall newsletter and on the Web. The deadline for the fall newsletter is September 1.

Membership – Suzanne P. reported that as of August 4, we had 216 paid members, which is an increase of 14 from last year. Forty four members renewed or joined as a result of conference registration. Suzanne needs to mail out about 20 directories and has some checks to send to Yu-Hui.

Suzanne is still working on a survey for the fall about format preference for the membership directory. She will be contacting members who didn't renew through conference registration. She intends to contact them via email, which the Board agreed was best. She will add an option to the membership form asking if they would prefer to be contacted by snail mail. It was suggested that the membership form look official because some members use it as an invoice to submit for reimbursement from their organization. Suzanne said that it is a pdf and does look official. She has also added some "for office use only" fields to record the date a check arrived, the amount, the check number, etc. to help her with record keeping. This will also make the form look more official. Suzanne will send a draft to the Board for review prior to implementation.

Suzanne inquired about disposing of old copies of directories. She will confirm with our archivist, Michelle Perry, that there are copies in the archives. If so, she will dispose of her extra copies.

Government Relations – Bill reported that he has signed up for the RSS feed from the ACRL Washington office. He has also joined the ACRL Legislative Network listserv. He has tried to contact the past chair,

Gretchen Lieb, from Vassar College, but has not heard from her yet. Pat will add Bill to the Board's listserv.

Program – Suzanne T. reported that the Program Planning Committee met on July 17 at the University at Albany. Brown Bag lunches are scheduled for October 10 at Colgate and October 14 at the University at Albany. Francesca Livermore will facilitate the Colgate meeting and will provide a tour of the Case Library and Geyer Center for Information Technology, which recently underwent a \$57.5 million expansion and renovation. Jane Kessler will facilitate at UAlbany. Another Brown Bag lunch will be held at Plattsburgh, facilitated by Ellen O'Hara, but the date has not been finalized yet. The tentative theme for the lunches is Innovations@Your Library and is intended to be a discussion of innovations in all areas, including Information Commons, Library 2.0, marketing and outreach, etc. The host libraries will provide water and dessert.

Suzanne P. will insert information about the Brown Bag Lunches with all membership renewals before the lunch date. Pat will post a "save the date" message on the membership forum for both the Brown Bag Lunches and the spring conference. Suzanne T. will send an email to NYLine, CDLC, and SUNYLA. Pat mentioned that it would be nice to tie the theme of the fall newsletter to the Brown Bag Lunches. Suzanne will discuss this with the Program Planning Committee.

The spring conference is scheduled for May 18 at Hudson Valley Community College. Brenda Hazard has agreed to serve as the Local Arrangements Chair. The theme of the conference will be access. Many of the evaluation forms from the last conference mentioned various aspects of access, including distance learning, copyright, outreach, etc. There will be poster sessions.

Suzanne would like to invite Siva Vaidhyanathan as a keynote speaker. He is an associate professor of Media Studies and Law at the University of Virginia and the author of *Copyrights and Copywrongs* and *The Anarchist in the Library*. Both Susan and Suzanne T. have heard him speak and were impressed. He is an authority on copyright and is interested in the role of librarians. We would pay his hotel and airfare and some meals, and offer a modest honorarium. Susan recommended that we contact him right away. He may be able to get an affordable flight if he books early.

Suzanne also suggested Cyril Oberlander as another speaker. He is an Associate Library Director at SUNY Geneseo and has written about resource sharing and interlibrary loan. All agreed he should be invited to speak.

Suzanne P. recommended Kevin Dames, a lawyer and librarian who is a copyright expert. Terry Maxwell, a copyright expert on the UA faculty, was also mentioned.

Susan mentioned to Suzanne that she did not find the ALA midwinter meeting useful. She thinks it would be better to go to the ACRL National conference in Seattle (March 12-15, 2009).

Yu-Hui has spoken to the Ten Eyck Group about the certificate of insurance we will need to provide to HVCC. They said it is too early to issue it. Since we renew our policy in April, and pay in May, they do

not want to issue a certificate for May now in case we do not renew our policy. We should request the certificate in February. The Ten Eyck Group will contact HVCC about this. Last year, the cost for the certificate of insurance for one day was \$350.

Officer Reports

President – Susan asked that everyone look at their position responsibilities as listed in the Officers Handbook and by-laws before our January conference call. If there are inaccuracies, please send an email to the Board and we can discuss in January. Susan noted that one document mentions that the Board meets monthly, which we do not.

Treasurer – Yu-Hui and Liz Strickland met in June to transfer files. Yu-Hui is keeping the most recent files in her office and has put the older files in a cabinet in the Special Collections Dept. at UA. Yu-Hui's name has been added to the bank account and Liz's has been removed. Liz and Yu-Hui worked together on the conference financial report, but are awaiting a bill from Uma for the food before they can complete it. Suzanne P. will check with Uma about the bill. It was suggested that food bills should be ready the day of a conference and the treasurer can pay the bill at the conference. We did not receive any requests for travel reimbursement from speakers at the spring conference. We received \$700 in vendor support from Ebsco, Proquest, Busca, and Blackwell.

Yu-Hui will be submitting for reimbursement from national for printing costs. We can receive up to \$118. She has receipts for promotional postcards, directories, and conference handouts that total over \$400.

Our current bank balance is \$20,146.33.

The possibility of needing to increase the conference registration fee due to rising food costs was discussed.

Old Business

At the spring board meeting, we discussed providing a student scholarship but came to no decision. A scholarship fund would require a large amount of money to be self-sustaining so it is not a viable option for us. We discussed alternative ways to support information and library science students, including our practice of charging a reduced fee to students for conference registration, and then returning checks at the conference. This was done to make sure that students attended, since we do have to pay for their meal cost. Suzanne P. thought we had discontinued this practice and will look for an email on this topic. Pat mentioned that the reduced fee is so low that to return their check is not much of an award. We will continue the discussion at our January meeting as to whether we should return the registration fee to student attendees or just charge them a reduced price. Other alternatives mentioned were a mentoring program and promoting ACRL scholarships.

New Business

Susan reiterated that everyone should review their position descriptions and send comments to other board members before the January meeting.

Fran requested via email that we begin thinking about elections. We will need someone to run for Program Chair. Brenda Hazard was mentioned as a possibility.

The meeting was adjourned at 1:45.

Respectfully submitted,

Jane Kessler