

ENY/ACRL  
Minutes of the Board Meeting  
May 24, 2010  
Colgate University

Present: Glynis Asu, Yu-Hui Chen, Francesca Livermore, Jean McLaughlin, Suzanne Preate, Suzanne Turner, Bill Walker, Susan Zappen

The meeting was called to order by President Suzanne Turner. The minutes from the January 21, 2010 board meeting and March 17, 2010 emergency board meeting conference calls were approved.

**Committee Reports**

Communication: Glynis Asu reported that two newsletters went out this past year. She is working on Web updates: the officers handbook needs to be edited. Glynis requested that officers let her know about any Web updates needed.

Government Relations: Bill Walker noted that he will be attending the NYSHEI meeting, but will not advocate any political position for ENY/ACRL.

Membership: Suzanne P.'s report was included in the annual report. Significant membership work completed for the Treasurer and to update the database so that information can be streamlined (on a spreadsheet) for local arrangements next year. There was discussion about time to renew membership. Most people renew at conference time. Changing the timing may require a change to bylaws if timing does not prompt membership by voting deadline. No matter what the decision is, all agreed that members should not be shortchanged and memberships should be extended beyond a year if needed. Wording to consider: "member in good standing at the time the ballot is changed."

Program: Francesca L. reported that the next Board meeting will be held at Colgate in August. Suzanne T. reported that ACRL is trying to increase student membership. Since our 2010 conference was later, timing did not promote student attendance at the conference this year. Suggested was seeking a contact to promote student membership at the I-School at Albany.

**Officer Reports**

President: There was a question about e-cards for tax status. Suzanne filed ours in mid-May. We are uncertain if we need to file every year, but will address that if it is sent to us next year.

Past President: Susan Z. noted that the handbook was revised and she will look at the past presidents. Please look at the President's section revisions. Francesca L. will look at the local arrangements section.

Treasurer: Yu-Hui noted that providing membership directories in .pdf should reduce costs. She was uncertain whether this year's conference costs will be covered by fees. She will provide a report once she has all the information. Preliminary estimate of cost is \$1600. Dung-Lan Chen will write thank you notes to vendors. The program chair writes the notes for the presenters.

Secretary: Jean M. requested feedback on whether emergency meeting notes should be posted. It was agreed that they should be posted.

### **Old Business**

Suzanne P. investigated using Wiki software for the conference but, due to learning curve, decided to use the existing software for this years' conference.

Suzanne P. requested ideas for the membership committee. One suggestion was presentations to students. Suzanne T. suggested including some committee members from Albany. A discussion of liaison responsibilities prompted consideration of verifying schools and current liaisons.

### **New Business**

None

Francesca L. moved and Bill Walker seconded the motion to adjourn the meeting.

Respectfully submitted,

Jean McLaughlin