

**Minutes of  
ENY/ACRL Board Meeting  
Tuesday, July 30, 2013**

Attending: Natasha Cooper, Yu-Hui Chen, Kathryn Johns-Masten, Ali Larsen, Jane Kessler, Andy Krzystyniak, Suzanne Preate, Kathryn Frederick [Excused]

Jane Kessler called the meeting to order at 10:02 am.

**Approval of minutes of May 20, 2013 meeting**

N. Cooper made motion to approve minutes with changes. S. Preate seconded motion. The minutes were approved.

**Committee Chair Reports**

**Program Planning – Andy Krzystyniak**

Contacted committee members about interest in still being on committee. Finalized committee and will set up first meeting with committee for August near Utica. Can food be ordered for committee meetings? Yes, submit receipts to Treasurer.

Brown bag could have different topics at each event. Use membership interest to determine topics. Find 2-3 locations, topic and a coordinator at each site. (north, central, and south)

**Communications – Kathryn Frederick [excused]**

**Government Relations – Ali Larsen**

Jason Kramer from NYSHEI, reported nothing happening until autumn. Concern about open access causing loss of jobs. NYSHEI looking into Open textbook initiative based on SUNY textbook initiative. NYSHEI working with Capital Region Economic Council.

**Membership – Suzanne Preate**

Currently working on membership directory, which now coincides with fall and represents last full year. Will be sending renewal emails out soon. Confirmation email and link to membership directory sent to members when renewals are processed. Working on calendar see more information under old business. Membership drive to increase members from institutions with no current members.

**Officer Reports**

**President – Jane Kessler**

Reviewing duties and calendar to make sure we are on schedule. Financial report from conference shows we came close to breaking even. Board meetings for fall and spring. Would it be helpful to have those scheduled now for rest of year? October, January and at Conference.

### **Vice President/Chair Elect – Andy Krzystyniak**

See Program Planning section.

### **Past President – Natasha Cooper**

Nominations and elections committee has begun meeting. Committee members are: John Cosgrove, Kate Moss and Tasha Cooper. Innovation Award and changes to bylaws.

Regarding Chapters Council – N. Cooper will be secretary for next year and will be attending meetings.

Legislative network program is not continuing and will get clarification on that and send out to the board. Nonprofit organizations and legislative activities. Do we know if our application for nonprofit status states the percentage of time or money spent on legislative activities?

Learned at Chapters Council about different software used for registration and membership ideas and shared with S. Preate.

Stephen Bell visited the Chapters Council meeting and he mentioned the following as suggestions for Chapter programs or events. We could consider these for brown bags as well.

- the availability of 4 traveling workshop leaders for discussion of the standards for libraries in higher education
- the information literacy standards task force
- the upcoming (2015) 75th anniversary of ACRL
- the assessment in action/values Initiative, and the possible availability of someone at a participating institution in our region sharing information about the project
- the recently published scholarly communication and information literacy white paper and book; here's the link: <http://www.acrl.ala.org/acrlinsider/archives/6970>

For social events - perhaps create a Program planning subcommittee to work on this.

Mentioned Carolyn from NYC Chapter and is now president of Chapters Council. Barbara Bonous-Smit from NYC Chapter was in touch about possible topics. Might want to consider doing something with them. Sharing management software, an event or procedures/planning information. They are willing collaborators.

Yuan Li from SU suggested a special interest group in scholarly communication. Tasha will send this information to the Board. J. Kessler nice to be supportive and create the listserv. Will Yuan Li do an announcement? What would be the involvement for ENY/ACRL? Send email and have section on webpage about special interest group. Perhaps have a meeting at our conference and brown bag event.

S. Preate - Open access week is in the fall so that would be perfect timing. Could we do something in conjunction with WNY/ACRL and METRO/ACRL? N. Cooper will write up draft and share with Board.

Chapters Council meeting shared form for planning each event that tracks speakers, food, location, etc. Might be useful for us to use or to have something similar. Maps the events to the ACRL strategic initiatives. We should think about how we map our events to the ACRL Strategic Initiatives. Are these listed on our website? See new business.

### **Secretary – Kathryn Johns-Masten**

No report

### **Treasurer – Yu-Hui Chen**

Conference report sent out yesterday and we had a minor loss. The \$5 increase helped.

From evaluations people liked having the events held under one roof. People liked being in one place and not having to move back and forth. Signage was very well done. Having Stephen Bell was very helpful and all his expenses were paid so that gave us a lot of flexibility in our conference budget.

Registration payment credit card versus check. Would be very helpful to add a field in the form to indicate whether they paid by check or credit card. S. Preate said she has that field on the registration form and should be able to put one on the registration form for next year. Will make a note of this for next year and make sure K. Frederick adds this.

Credit card applied for and received. When K. Frederick needs to renew for web posting service, she can pay with corporate card instead of using personal card and being reimbursed. Discussion ensued about how the card could be used by local arrangements committee.

Current balance \$19,290. ACRL reimbursement sent.

### **Archivist – position vacant**

### **Old Business**

#### **Officers Handbook and Conference Planning Handbook**

S. Preate has specific questions for people. Would like to get this completed and make available on web. Converting it to a calendar so we have timetable. N. Cooper and S. Preate will set up conference call. Once this completed should start work on Bylaws.

#### **Officer's Handbook - Clarity of language regarding ALA vs ACRL attendance of officers**

Chapters council only meets at ALA not at ACRL. We need someone at Chapters Council and support expenses for this. Support for attending ACRL? Some years, there are two ALA meetings and the ACRL

Conference. Can we afford to pay for all three? We don't have huge income so we don't want to add more expenses. N. Cooper mentioned this is being discussed and clarified at Chapters Council. We could offset costs not covered by an individuals' institution. Current wording indicates may be reimbursed for reasonable travel expenses and lodging up to two nights. Requests for attending ACRL should be brought to the Board. S. Preate will add it to the calendar.

#### **Eastern New York ACRL Library Innovation Award**

K. Frederick suggested new wording and sent to the group. We all agree with the changes sent to the Board. "The recipient or a member of the team will be a current member of ENY/ACRL."

#### **Social hours**

Provide \$50 to support these events. J. Kessler considering organizing one for the fall. N. Cooper mentioned holding one at Saratoga Springs. Send out a call for volunteers to host.

#### **New Business**

##### **ACRL goals**

N. Cooper will send the link for template for reporting and the initiatives. K. Frederick will add the link to the website. Keeping in mind what the initiatives are and ways our chapter is supporting them.

##### **Preconference dinner**

N. Cooper wondered if we want to make concerted effort to plan them out a bit more. Host the speakers with a smaller group not open to the entire membership. One of the speakers that J. Kessler worked with found the dinner with small group helpful. It gave them time to ask some last minute questions. Focus this events on the speakers. We could post suggested restaurants on the website for people who come into the town the night before the conference.

##### **Archives**

Call went out for Archivist with a due date of September 2013. J. Kessler will resend in August. In addition, post it on the website. Suzanne could include a line in the renewals about the opening. Work with new person on how materials should be sent/gathered by Archivist.

**Next meeting dates** J. Kessler will try to set these up

##### **Adjournment**

J. Kessler moved to adjourn the meeting at 12:02pm. A. Krzystyniak seconded.