

**ALABAMA ASSOCIATION OF COLLEGE AND RESEARCH LIBRARIES  
EXECUTIVE BOARD MEETING MINUTES**

Harwell G. Davis Library, Room 235  
Samford University  
Birmingham, Alabama  
January 26, 2001  
10:30 a.m.

Present: Tim Dodge (President); Jean Thomason (Vice-President/President-Elect); Pat Henderson (Past President); Susan Herring (Treasurer); Jennifer Long (Secretary); Eric Kidwell (Legislative Liaison); Della Darby (Newsletter Editor); Craig Beard  
Absent: Michael Grace (Member-at-Large/ACRL Chapter Liaison)

The Executive Board Meeting was called to order at 10:40 a.m. by President Tim Dodge.

The Executive Board Meeting agenda was distributed and followed as printed by Tim Dodge.

I. Approval of Minutes

The minutes of the AACRL Executive Board Meeting held on September 8, 2000 were distributed by Jennifer Long and approved by the Executive Board.

II. Distribution of Annual Business Meeting Minutes

The minutes of the AACRL Annual Program/Business Meeting held on April 5, 2000 at Connie Kanakis' Cafe in Birmingham were distributed by Tim Dodge. Jennifer Long will distribute the minutes to the AACRL listserv.

III. Officers' Reports

Vice-President's Report

Jean Thomason reported on the Annual Program/Business Meeting to be held on Wednesday, April 11, 2001. The committee decided to have the program feature the Academic Resident Program at Auburn University since they were unable to find other examples of mentoring. The panel will include Stella Bentley, Sheri Downer, and Sterling Coleman. Jean received an estimate from the RSA Plaza. The estimate for 50 people is \$1,398.00 which is a cushion of \$350.00 if AACRL charges \$35.00 per person. A deposit of \$350.00 is required to secure the reservation. Jean discussed the dinner selections and reservation form. The deadline for reservations was set for March 23, 2001 since Jean needs to give the RSA Plaza an exact number with food choices by April 4, 2001.

### Past President's Report

Pat Henderson reported on the slate of candidates for the offices of Vice-President/President-Elect and Treasurer. There are two candidates for the office of Treasurer: Mary Alice Fields and Barbara Goss. There are no candidates for the office of Vice-President/President-Elect. Pat will continue to search for possible candidates for the office of Vice-President/President-Elect. The Executive Board must approve the final slate of candidates.

### Treasurer's Report

Susan Herring reported that the current balance is \$5,546.64. She mentioned that newsletter expenses have not been paid and that AACRL is no longer paying bank service charges.

### Legislative Liaison's Report

Eric Kidwell reported that ACRL would like more academic librarians to be involved with ALA Legislative Day which will be held in Washington D.C. from April 30 to May 1, 2001.

Eric also reported that he drafted a letter expressing AACRL's concerns about proposed changes to the Southern Association of Colleges and Schools (SACS) accreditation standards. Tim Dodge mailed the letter on behalf of the association on November 13, 2000.

### President's Report

Tim Dodge reported on the ACRL Chapter Relations Council Meeting he attended on January 14, 2001 as part of the Midwinter American Library Association Meeting in Washington D.C. He informed Melissa Cast, ACRL Director of Membership Services, that AACRL is incorporated. He inquired about income tax but no one was able to give him any information. Tim mentioned that the ACRL Initiative Funds and the ACRL Speakers Bureau may be possible sources of funding for future projects and programs.

## IV. Topics for Discussion

Tim Dodge reported on the income tax situation related to the incorporation of AACRL. He called the Alabama Department of Revenue and spoke with Jack Frost. Mr. Frost recommended Alabama Form 20C for corporations and stated that the association only needs to worry if it has "unrelated taxable business income". Tim also called the Internal Revenue Service for federal income tax information. The IRS representative that he spoke with stated that AACRL probably does not have "unrelated taxable business income" since AACRL does not sell items or services for profit. The IRS representative recommended Package 1023 which allows corporations to apply for tax exempt status. Tim received several forms related to applying for tax exempt status in the mail. Tim stated that applying for tax exempt status may require an accountant and/or attorney. Tim mentioned that AACRL has 15 months from the date of incorporation to file. Tim also mentioned that he

may change the address of AACRL from his home address to Auburn University. Susan Herring volunteered to investigate the income tax situation for AACRL.

#### V. Newsletter Assignments

Articles for the AACRL Newsletter were assigned as follows:

President's Column - Tim Dodge

ACRL Chapter Relations Council Meeting - Tim Dodge

Annual Program/Business Meeting Information and Registration Form - Jean Thomason

Candidate Biographies and Ballot - Pat Henderson

Treasurer's Report - Susan Herring

Legislative Issues of Interest (ALA Legislative Day/SACS Accreditation) - Eric Kidwell

Articles must be submitted to Della Darby by February 16, 2001. The newsletter should be ready for distribution by early March.

#### VI. Other

##### Conflict in Bylaws

The proposed changes to the bylaws were voted on and approved by the Executive Board. The bylaws changes will be presented for approval to the membership attending the Annual Program/Business Meeting.

The Executive Board Meeting was adjourned at 12:20 p.m. by President Tim Dodge.

Respectfully submitted,

Jennifer Long  
AACRL Secretary