

Alabama Association of College and Research Libraries
Executive Board Meeting
July 17, 2013

Date, Time, and Place of Meeting: July 17, 2013 at 1:00 pm, online via Go to Meeting software.

Members Present: Ellen Wilson, Jennifer Long, Jessica Hayes, Eric Kidwell, Beth Rugan, Rickey Best, Stephanie Rollins, Steven Turner, Yingqi Tang.

Ellen Wilson called the meeting to order at 1:02 P.M.

Officer's Reports:

President – Ellen Wilson (Full report follows minutes).

In addition to the report, we discussed the possibility of hosting the ACRL webinar chapters are entitled to at ALLA or alternately hosting them in the North/South areas of the state. Ellen stated her priority for this term is membership. This could include ideas such as reaching out more to 2 year colleges, marketing to younger librarians, adding a student membership category (\$5 to join), and a reception for SLIS students. Also, marketing to remind existing members to renew was suggested.

Past President – Jennifer Long – No report. Chapter report was submitted before the July 19 deadline. A copy of the annual report and other operational files are on our Google Docs account. Jennifer will send us a reminder with the login/password.

President-Elect – Jessica Hayes – No report. Jessica and Jodi Poe are working on a collaborative RDA training session with NAAL for this fall. There were still some questions regarding location (multiple/online), budget, and speakers. More details to follow. Since this upcoming workshop will not be mentioned in our upcoming newsletter, it was suggested that we focus heavily on multiple marketing efforts.

Treasurer – Yingqi Tang – (Full report follows minutes).
\$3,624.15 Balance with 51 members in good standing.

Secretary – Stephanie Rollins – No report. April 24, 2013 minutes will be sent out today for executive board approval and then to the AACRL membership list for approval. Once approved, Steven Turner will load them on the AACRL website.

Newsletter Editor – Beth Rugan – No report. Beth mentioned that the renewal date for membership would be listed on the AACRL newsletter and perhaps this would help remind members to renew. Deadline for information to be included in the August newsletter is 7/26/13.

Webmaster – Steven Turner – No report. Steven reported that the membership form needs updating. Also, Steven mentioned the partnership with Eric Kidwell regarding advocacy and linking to research guides and legislative day activities via the AACRL

web page (noted in Eric's report). There was a domain issue with our website due to missing a key renewal date – Steven suggested we put this date in our timeline each year to avoid this problem. There was also some discussion regarding moving our existing site to a Word Press domain. Steven will research this idea and provide details. Steven asked if we could possibly move to using PayPal as a form of accepting membership fees – he will investigate and provide details. He also suggested we use Google Analytics on our AACRL website to see which sections are most viewed.

Member-at-Large – Rickey Best – No report. There was more discussion on membership and it was suggested that we may be able to increase membership by generating a list of current members & past members and market membership/renewal to them. Also, reaching out to library representatives (Yingqi has a list from 2 years ago) and having them advocate on our behalf may help.

Legislative Liaison – Eric Kidwell (Full report follows minutes).

New Business

- April meeting minutes – see notes above.
- Upcoming deadlines:
 - Chapter report – July 19 (Jennifer) – deadline met
 - ACRL reimbursements – August 15 (Ellen)
 - ALLA initial survey forms – September? (Jessica)
- Newsletter deadline (Beth) – Deadline is 7/26/13
- Online voting – May be possible through using Doodle or Qualtrics (Samford)
- AACRL website – Steven covered many items detailed above
- E-Learning webinars – Options discussed above.
- Membership – Covered above.

Old Business – None reported.

Next Meeting – November 2013 –TBD.

Meeting adjourned at 2:04 P.M.

AACRL President's Report – July 2013
Ellen K. Wilson

ACRL Activities

As president, I submitted our report for Chapter Topics and our officer roster to ACRL. I attended ACRL Chapters Council at ALA Annual and I also sent a copy of the resolution on the faculty status for librarians (voted upon at our April annual meeting) to Trevor Dawes, 2013-2014 ACRL president.

ACRL Reimbursement

State chapters of ACRL are allocated \$1.00 per ACRL member. Reimbursement requests for this allocation must be submitted by August 15, 2013, using the Chapter Reimbursement Request

(<http://www.ala.org/acrl/sites/ala.org.acrl/files/content/resources/forms/Chapter%20Reimbursement.pdf>)

Committee Rosters

I have reviewed the committee rosters and identified leadership changes. According to my interpretation of the bylaws, the committee chairs are:

Awards, By-Laws, Nominating: Jennifer Long
Continuing Education, Program: Jessica Hayes
Government Relations: Eric Kidwell
Membership: Rickey Best

Several committees need new members: Membership, Continuing Education, Government Relations, and Program.

ACRL Chapters Council

As president, I attended the ACRL Chapters Council meeting and work session at the ALA Annual Meeting in Chicago. A few items of note:

- ACRL chapters are entitled to two ACRL e-learning webinars (<http://www.ala.org/acrl/webcasts>) free of charge per year. These must be viewed in one location (i.e. we cannot send out the link to the live webinar to all members to view in their offices). These webinars are recorded but the rules for distributing the link to the recording are unclear. I would like for us to take advantage of this opportunity this year, once in the fall and once in the spring.
- Four traveling workshop leaders are available to speak about standards for libraries in higher education. Information is available on the ACRL website (<http://www.ala.org/acrl/standardsworkshop>). There is a fee associated with this.
- Chapters Council has begun an informal mentoring program with the aim of increasing chapter participation and attendance at meetings. The pilot version of this has matched chapters based on organizational structure. Alabama has been matched with California.
- Caroline Fuchs of ACRL/NY shared an “after event” report form that they use. It aligns with the annual chapter report format and aids substantially in its completion.

**AACRL
Treasurer's Report
July 10, 2013**

As reported on the Treasurer's Report at the Annual Business Meeting at the Alabama Library Association Convention on April 24, 2013, the balance for the AACRL's banking account was \$5,419.04. The last Treasurer made 5 deposits totaling \$150.00, 3 checks written totaling \$1,954.89 before handing the account over to me on June 17, 2013. Since then, I have made a deposit of \$10.00 in membership due. The account balance as of July 10, 2013 is \$3,624.15.

Items	Income (Deposit)	Expenses (Payments)	Total
Starting Balance, April 24, 2013			\$5,419.04
2013 Annual Meeting Dinner(5)	\$150.00		
2013 Conference Expenses (2)		\$954.89	
Legislative Day Expense(1)		\$1,000.00	
Membership due	\$10.00		
Ending Balance, July 10, 2013			\$3,624.15

We currently have 51 members in good standing.

AACRL Legislative Liaison Report – July 2013
Eric Kidwell

Steven (Turner -webmaster) and I have been discussing how we can best add advocacy content to the chapter web site, such as a link to the advocacy LibGuide, information about ALA National Legislative Day, our chapter stipend for Leg Day, and the state legislative day. I believe all that remains for us to move on this is for the AACRL Board to give its go-ahead.

The chapter Government Relations Committee has been populated for the coming year. I will send these names to Ellen (Wilson - chapter president).

In addition to chairing the AACRL Government Relations Committee, I will also be co-chairing for this year the ALLA Legislative Development Committee with Tim Dodge. My anticipation is that these two committees will work on planning the state event, with the Government Relations Committee specifically focusing on increasing the involvement of academic librarians and library workers. In the next few weeks I'll convene the Government Relations Committee to start discussing this, as well as to begin generating any further ideas for the year.