

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

Harwell G. Davis Library, Room 235
Samford University
Birmingham, Alabama
September 8, 2000
10:30 a.m.

Present: Tim Dodge (President); Jean Thomason (Vice-President/President Elect); Pat Henderson (Past President); Susan Herring (Treasurer); Jennifer Long (Secretary); Nan Vodde (Newsletter Editor)

Absent: Michael Grace (Member-at-Large/ACRL Chapter Liaison); Eric Kidwell (Legislative 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 May 22, 2000 were distributed by Jennifer Long and approved by the Executive Board.

The minutes of the 2000 Annual Business Meeting need to be approved at the 2001 Annual Business Meeting by 2/3 of the AACRL membership. Tim Dodge will contact Margaret Alexander about the status of the minutes.

II. Officer's Reports

President's Report

Tim Dodge reported on the ACRL Chapter Relations Council Meeting he attended at the Annual American Library Association Meeting in Chicago. He informed Melissa Cast, ACRL Director of Membership Services, that AACRL is in the process of incorporating. He learned from Deborah Schaeffer, Chair of the California Chapter, that chapters need to purchase liability insurance if incorporated. He mentioned that Melissa Cast suggested purchasing insurance to cover a single event rather than an ongoing policy. Pat Henderson recommended that AACRL contact the Alabama Library Association to find out how they handle insurance, and Tim said he would look into it.

Tim Dodge reported on Susan Herring's efforts regarding incorporation. Dr. Merle Maddocks from the Accounting Department at the University of Alabama in Huntsville has agreed to have her class work on the incorporation of AACRL as a class project. Susan reported that she has been in contact with Dr. Maddocks and has given her some information. Susan mentioned that the report will be a review of AACRL's financial status and the procedures and processes used and not an official CPA report since it is being done by a class. Pat Henderson suggested sending a thank you note to Dr. Maddocks.

Past President's Report

Pat Henderson reported that she will begin compiling a slate of candidates for the offices of Vice-President/President Elect and Treasurer. Information about the candidates and the ballot need to be included in the spring edition of the newsletter.

Vice-President's Report

Jean Thomason reported on the progress of the Program Committee. The first meeting of the committee was held at Faulkner University in August. The committee has tentatively reserved the RSA Plaza in Montgomery for Wednesday, April 11, 2001. Jean will contact Juanita Owes, Chair of the ALLA Convention Committee, to confirm a date and time for the AACRL Annual Business Meeting. The committee is considering a program on Mentoring New Librarians. Jean mentioned that Auburn University has an excellent residency program for mentoring new minority librarians. Several members of the Executive Board offered suggestions, and Jean said that the committee would continue investigating this topic.

Treasurer's Report

Susan Herring reported that the current balance is \$5058.10 and that this total should increase as more dues are received. The total does not include reimbursement for newsletter expenses. She mentioned that AACRL has a checking account with Colonial Bank and is paying a service charge of \$10.00 a month and is earning around \$7.50 a month in interest. Pat Henderson suggested transferring the account to the Alabama Credit Union since they do not charge a service fee. Susan mentioned that this might be a problem since everyone may not have access to the credit union. Pat suggested waiting until the new treasurer is elected before making a decision.

III. Topics for Discussion

Newsletter Editor Position

Nan Vodde resigned as the editor of the AACRL Newsletter. The Executive Board discussed potential candidates for the newsletter editor position. Tim Dodge will contact potential candidates and will report back to the Executive Board.

Conflict in Bylaws

Tim Dodge will contact Craig Beard about resolving the conflict in the bylaws.

IV. Newsletter Assignments

Articles for the AACRL Newsletter were assigned as follows:

President's Column - Tim Dodge
Annual Business Meeting/Program Update - Jean Thomason
Incorporation Update - Susan Herring or Tim Dodge
Legislative Issues of Interest - Eric Kidwell
Request for Nominations for New Officers - Pat Henderson
List of New Members and Request for Liaisons - Michael Grace
Recruitment of New Members - Michael Grace
Reminder to Renew - Susan Herring
Conflict in Bylaws - Craig Beard

Articles must be submitted to the new Newsletter Editor by late November or early December. Tim Dodge will give the new Newsletter Editor a list of assignments and will let him or her select a deadline.

The next Executive Board Meeting was tentatively scheduled for Friday, January 26, 2001 at Samford University.

The Executive Board Meeting was adjourned at 11:50 a.m. by President Tim Dodge.

Respectfully submitted,

Jennifer Long
AACRL Secretary