

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

Harwell G. Davis Library  
Samford University  
Birmingham, Alabama  
September 11, 2001  
10:00 a.m.

Present: Jean Thomason (President); Marcia Boosinger (Vice-President/President-Elect); Jennifer Long (Secretary); Mary Alice Fields (Treasurer); Debbie Grimes (Member-at-Large/ACRL Chapter Liaison); Della Darby (Newsletter Editor)

Absent: Tim Dodge (Past President); Eric Kidwell (Legislative Liaison)

The Executive Board Meeting was called to order at 10:05 a.m. by President Jean Thomason.

The Executive Board Meeting agenda was distributed by Jean Thomason. The agenda was modified.

I. Welcome to New Officer

Jean Thomason introduced and welcomed Debbie Grimes, the new Member-at-Large/ACRL Chapter Liaison.

II. Approval of Minutes

The minutes of the AACRL Executive Board Meeting held on June 26, 2001 were distributed by Jennifer Long and approved by the Executive Board.

III. Reports from Officers

Vice-President/President-Elect's Report

Marcia Boosinger discussed the arrangements for the AACRL workshop to be held on January 23, 2002. Marcia has been in contact with Randy Hensley (Public Services Division Head, University of Hawaii at Manoa Libraries) about conducting a workshop on Active Learning. She distributed his prospectus to the Executive Board. She also distributed his terms of agreement to Jean Thomason. Jean reviewed his terms and did not see any potential problems.

The Executive Board discussed details related to the arrangements for the workshop. Jean Thomason has reserved rooms in both the Harwell G. Davis Library and the Beeson Divinity School at Samford University. Mr. Hensley will make his own airline reservations. Hotel reservations still need to be made. Jean mentioned the possibility of having Mr. Hensley stay in a guest room at Samford University (\$25.00/night) instead of a hotel (\$60.00/night). Arrangements for lunch and snacks still need to be made. Jean suggested Chrissy's Deli as a possible caterer for the workshop. They require at least 7 days notice and the cost would be approximately \$10.00 to \$15.00 per person. Debbie suggested contacting EBSCO or Southern Living about sponsoring the breaks.

The Executive Board discussed publicity for the workshop. Registration will be limited to 60 people at the request of the speaker. The registration fee will be \$35.00 for AACRL members and \$45.00 for nonmembers. These fees were calculated using the following estimated expenses: honorarium (\$600.00), per diem (\$60.00/2 days), airfare (\$150.00), hotel (\$120.00/2 nights), photocopies/supplies (negligible), and food (\$15.00/person). Marcia will create a flyer and registration form to publicize the workshop. The flyer will be mailed to all AACRL members around November 1, 2001. Workshop information will also be included in the December newsletter. The deadline for registration will be January 10, 2002 with an extended deadline of January 16, 2002. Workshop information will also be posted to the various listservers.

Marcia Boosinger also discussed the AACRL Annual Program/Business Meeting. She suggested Mary Reichel, ACRL President, as a possible speaker. Ms. Reichel is scheduled to speak about Information Literacy at the ALLA CUS Program/Breakfast Meeting on Thursday morning. It is possible that she may be available to speak at the Annual Program/Business Meeting on Wednesday evening. Marcia will contact Ms. Reichel about speaking at the annual meeting.

#### Treasurer's Report

Mary Alice Fields reported that the current balance is \$5,513.87. The mailing address for the statements has not been changed. Jean Thomason will contact Susan Herring for more information about the status. Debbie Grimes suggested switching to an online account since it would solve this problem. Mary Alice reported that Colonial Bank does not have her signature card so she may not be authorized to sign checks. Mary Alice will contact the bank about this potential problem.

#### Newsletter

Articles for the newsletter must be submitted to Della Darby by November 15, 2001. The newsletter should be ready for distribution by early December.

## Past President's Report

Jean Thomason distributed copies of Tim Dodge's report which he sent via email to the Executive Board. His report included information regarding tax-exempt status and candidate nominations.

### IV. Membership List

Jean Thomason mentioned that many of the memberships included on the membership list are expired and that AACRL should actively encourage these members to rejoin. Marcia Boosinger suggested attaching a modified membership form to the workshop flyer for members with expired memberships. Mary Alice Fields will distribute the membership list to the Executive Board via email.

### V. Sessions for ALLA Sponsored by AACRL

Della Darby reported that she sent an email message to the Alabama Library Association (ALLA) inquiring about the possibility of AACRL sponsoring sessions at the convention but did not receive a reply. Della is going to fill out the preliminary forms requesting six 1 hour slots (twelve 30 minutes slots) to see how ALLA responds. The presenters for the sessions will be volunteers from within the state. The Executive Board discussed possible presenters and topics including the following: Digitization (Martin Olliff and Robert McDonald from Auburn), Virtual Reference and Chat Services (JoAnn Sears from Auburn), Library School Update/Faculty Research Projects, and Information Literacy Assessment (Mary Alice Fields from the University of Alabama). Other potential presenters and topics should be forwarded to Della Darby or Jean Thomason.

### VI. Other

Jean Thomason mentioned that a librarian at Samford University volunteered to serve as web master for AACRL. The Executive Board discussed this offer and decided to take it into consideration. Possible content for the web site could include the following: bylaws, newsletter, membership information including an online or printable membership form, and program information including an online or printable registration form. Jean will contact the librarian about developing a prototype.

### VII. Important Dates

January 8, 2002	AACRL Executive Board Meeting
January 17-22, 2002	ALA Midwinter
January 23, 2002	AACRL Workshop
April 9-12, 2002	ALLA Convention

The Executive Board Meeting was adjourned at 11:20 a.m. by President Jean Thomason.

Respectfully submitted,

Jennifer Long  
AACRL Secretary