

Alabama Association of College and Research Libraries

Executive Board Meeting

October 10, 2016

The meeting was held virtually, so no meeting location is listed.

Present: Rickey Best (President), Peggy Kain (Vice-President/President-Elect), Debbie Cobb (Treasurer), Tim Dodge (Secretary), Eric Kidwell (Legislative Liaison), Dusty Folds (Newsletter Editor), and Sara Whitver (Chapters Liaison).

Called to Order: President Rickey Best called the meeting to order at 1:30 p.m.

Meeting Minutes of July 21, 2016: Vice-President/President-Elect Peggy Kain made a motion to accept the corrected minutes and Treasurer Debbie Cobb seconded. All voted in favor.

Options for AACRL Dinner/Annual Meeting for 2017: Rickey Best presented two options for where to host the dinner/annual meeting in Montgomery in April 2017: the Irish Bred Pub or Sinclair's Restaurant. The former is close to the facility where the annual convention of the Alabama Library Association will be taking place, while the latter is several miles away, which might be a problem for attendees not familiar with Montgomery. Mr. Best expressed some concern over the fact that if we allowed attendees to place individual orders for meals that the opportunity to raise some much-needed revenue for AACRL would not be possible.

As we investigate these establishments further, we need to also consider the need to ensure there are menu options for vegetarians and those needing a gluten-free selection, etc.

Chapters Liaison Sara Whitver suggested considering having a catered meal, perhaps, in a room in the nearby arcade area in an event room where she recently attended a wedding reception. Rickey Best plans to find out if Sinclair's might be able to cater this event.

Treasurer's Report: Treasurer Debbie Cobb reported that the latest checking account balance stood at \$2158.40 and the Pay Pal account balance stands at \$231.63. There are currently 89 members in good standing.

For more detail, please see attached Treasurer's Report.

Peggy Kain expressed concern over when membership renewal notices get sent out. Debbie Cobb replied that notices need to be sent out manually. Rickey Best recommended sending them out a week before Thanksgiving.

Ms. Cobb also reported that Ellen Wilson forwarded on a document concerning maintenance renewal of the AACRL web site.

Mr. Best reported receiving a fraudulent e-mail message concerning a \$2000 reimbursement. Ms. Cobb reported seeing this too.

Program Committee Report: Peggy Kain reported that the Program Committee met with the Continuing Education Committee recently to start planning a program for the annual dinner/business meeting next April. A survey has been sent to the AACRL membership concerning interests and topics and asking for recommendations for possible program speakers.

Ms. Kain also reported that ACRL (national) provides access to two webinars with six log-in access points around Alabama available. Mr. Best noted that, unfortunately, this idea would not work for the annual dinner/business meeting because of the need for Internet access plus a display screen.

Legislative Liaison Eric Kidwell suggested seeing what programs are listed on the ACRL web site for the Spring 2017 ACRL conference taking place in Baltimore as a possible source of ideas.

Assessment Committee Report: Sara Whitver has sent a draft of the survey out via e-mail and is now considering methods for distributing the survey. She would like to have it go beyond just the committee membership and is hoping that Network of Alabama Academic Libraries (NAAL) Director Ron Leonard might be able to help in the distribution. If so, this will provide better data. The survey should be finalized by the end of this week. Ms. Whitver hopes to have data available for analysis by Christmas.

Ms. Whitver noted the existence of ACRL LibGuides for state chapters. Perhaps something like this could be used for providing an information toolkit. Rickey Best suggested AACRL's participation could serve as a role model for other state chapters. He plans to find out who needs to be contacted at ACRL for participation in the Lib Guides option.

Ms. Whitver hopes to have a Toolkit ready after the Christmas holidays. Meanwhile she is seeking feedback on the draft of the assessment survey. Ms. Whitver expressed concern over the clarity of the language to be used in the survey: "climate" being non-specific versus "feedback" connecting to a specific activity or program or action.

Peggy Kain thought the survey draft looked good but had concerns over how to define the term "reference desk" (informational, reference as such, or directional). Ms. Whitver replied that the matrix of question number 5 could be expanded to include reference desk-type transactions. She noted the various possibilities such as staffing a reference desk, staffing a hybrid desk versus maintaining consultation hours and more. Other suggestions floated include defining reference questions as opposed to reference consultations or the services of an information desk versus research assistance. Perhaps having "other" as an option in a text box on the survey can help address this ambiguity.

Newsletter Editor Dusty Folds observed that for question 9 (measuring values) seems redundant as it may already be covered by an earlier section of the survey concerning tables. Ms. Whitver said this question can probably be deleted.

Eric Kidwell noted the misspelling of the word "instruments" in question 12.

Debbie Cobb was concerned about the terms "climate" and "feedback" lacking in question 13; these will be added.

Dusty Folds expressed concern over open-ended questions since it might take long for people to respond to the survey. Sara Whitver prefers to cut down on the number of such questions if necessary but is interested in giving respondents as many options as possible. The matrix questions are the "real meat" of the survey. Mr. Best suggested one alternative might be to send out two surveys: one for data (quantitative) and one for narrative (qualitative).

Finally, Ms. Whitver reiterated that she would like to get the survey distributed starting in November.

Member-at-Large: No report since Tim Bailey was absent.

AACRL Liaisons: Rickey Best asked Secretary Tim Dodge if he could check the AACRL archives, housed at Auburn University, to see if he could locate a list of liaisons. Mr. Dodge plans to do this soon.

Possible Conflict between AACRL Annual Dinner/Business Meeting and ALLA Legislative Reception: Peggy Kain expressed concern over the possibility of a schedule conflict between hosting the AACRL annual dinner/business meeting on the evening of Wednesday, April 19, 2017 and the Legislative Reception being planned by the ALLA Legislative Development Committee for that very same evening to take advantage of the fact that the annual ALLA convention will be in Montgomery while the Alabama Legislature is still in session. Rickey Best will see if such a conflict can be avoided.

AACRL Membership versus ALLA CUS Membership: Dusty Folds noted that some of his colleagues have expressed confusion over the relationship between being a member of AACRL versus being a member of the Alabama Library Association's CUS (College, University, and Special) libraries division. Tim Dodge noted not only are they two separate associations but that in the late 1990's there had been a formal vote of the AACRL membership that AACRL remain a separate and distinct association. The vote had taken place due to the fact that ACRL was requiring state chapters to either incorporate as separate nonprofit organizations or to merge with their local state library association in response to the ACRL directive to do so since ACRL wanted to ensure there was no liability in case someone at a state ACRL chapter meeting was somehow injured and decided to bring forth a lawsuit. The incorporation of AACRL as a tax-exempt non-profit organization was accomplished during Tim Dodge's first term as AACRL President in 2001.

Adjourned: 2:23 p.m.

Submitted by:

Tim Dodge

APPENDIX: Officer and Committee Chair Reports

#1.

AACRL Treasurer's Report – Oct 2016 Executive Board Meeting

For the last Treasurer's Report, the checking account balance was \$2,105.40 and the Pay Pal account was \$145.46.

Since then, I have received and deposited one membership renewal for \$45.00, a donation of \$125.00 from Rickey Best to cover one-half of the cost of an Informational Table for the 2017 ALLA convention and a reimbursement of \$133.00 from ALA for AACRL's 2016 ALLA convention and promotional expenses. Through Pay Pal, four membership renewals have been

received for a total of \$86.17.

For expenses, one check was written for \$250.00 for an Information Table for the 2017 ALLA convention.

The checking account balance as of Oct 12, 2016 is \$2,158.40 and the Pay Pal account is \$231.63.

As of Oct 12, 2016, we currently have 89 members in good standing.

#2

AACRL – Program Committee

Meeting August 10, 2016

The Committee identified possible topics:

- a) Community collaboration, embedding in the community, classes,
- b) Developing new programs/workshops/activities to intrigue students/faculty/our academic community
- c) Library's role in recruitment and retention of students, faculty, researchers, staff, etc.

Continuing Education Committee – to be sending out survey requesting areas of interest – recommended that we discuss further after results as might be good to piggy back on that topic.

Possible locations, cost, etc. Location(s) mentioned: Sinclair's; Cost – no more than \$25 per AACRL member attending; Rickey has volunteered to help identify possible locations

Thank you,

Peggy Kain

#3

AACRL – Continuing Education Committee

Meeting August 8, 2016

The Committee discussed the possibility of CE session(s) prior to ALLA. Survey sent out on AACRL listserv asking for areas of interest and time preference. (Basically, not much difference between November and December)

Answer Choices	Responses	
▼ November	47.37%	9
▼ December	52.63%	10
▼ Other (please specify)	0.00%	0
Total		19

Answer Choices	Responses	
▼ Promotion and tenure preparation	10.53%	2
▼ Faculty publications	15.79%	3
▼ Big data	21.05%	4
▼ Assessment	42.11%	8
▼ Genealogy	5.26%	1
▼ Other (please specify)	5.26%	1
Total		19

Members asked to submit their availability re a meeting to discuss.

Thank you,

Peggy Kain

