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ILA/ACRL Minutes and Reports

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12-5-2014

# ILA/ACRL Executive Board Minutes, December 5, 2014

Association of College and Research Libraries. Iowa Chapter

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ILA/ACRL Executive Board Meeting Minutes  
December 5, 2014  
Iowa State University: Parks Library room 192  
10:30am – 1:00pm

The meeting was called to order at 10:47 a.m.

Present: Dan Chibnall – President (Grandview University), Anne Marie Gruber – President-Elect (University of Dubuque), Andi Beckendorf – Secretary/Treasurer (Luther College), Julia Dickinson (St. Ambrose University), Carrie Dunham-LaGree (Drake University), Jill Jack (Coe College), Liz Kiscaden (University of Iowa), Jenny Parker (Clarke University), Amy Paulus (University of Iowa), Ericka Raber (University of Iowa), Kristy Raine (Mt. Mercy College), Pam Rees (Grandview University), Sara Scheib (University of Iowa), Andrew Welch (Drake University)

Absent: Ryan Gjerde (Luther College), Mary Heinzman (St. Ambrose University), Chris Neuhaus (University of Northern Iowa), James O’Gorman (St. Ambrose University), Leila Rod-Welch (University of Northern Iowa), Jennifer Sterling (William Penn University)

#### 1. Welcome and Introductions

Kathy Parsons gave a special welcome to Joyce C. Garnett, Interim Dean of Parks Library, ISU. Dean Garnett spoke to the importance of being involved in the library association and what a great leadership and networking opportunity it is. Kathy Parsons offered housekeeping things (coffee, restrooms, wifi login). Anne Marie offered a big thank you to Kathy Parsons for her assistance setting up this meeting.

Attendees introduced herself/himself to the group.

#### 2. Approval of Executive Board minutes from October 23, 2014

Minutes were distributed for review via email earlier in the week. Motion to approve AM; second, Sara; approved.

#### 3. Treasurer's Report

The balance as of November 1 was \$3,267.83. We began 2014 with a balance of \$3,336.92. As soon as the November sheet is ready, Andi will post it to the spreadsheet and send an email from the document.

Dan had suggested adding notes to the expenditures designating what the expenditures were for; this included the Research Award, the Fall Conference Scholarship, and the PR/Marketing Award. This will help to provide detail in the future, in case someone looks back at the expenditures and needs those details. Because we receive Excel sheets with only the ILA-ACRL snapshot, which are then uploaded to the Google docs folder, these designations and updates will likely need to be done individually by the Secretary-Treasurer each time a

new sheet is added to the document (unless the information is shared in a different way or the designations can be added by the ILA Office).

Dan will talk with Melissa about the possibility of adding those designations at the ILA Office.

#### 4. Committee and Representative Reports:

- Awards (Amy Paulus)

Amy reported that awards are complete. There were three awards: Spring Conference, Fall Conference, legacy, and research. Next year will be the PR/Marketing award; two year rotation with the Research Award. The Legacy Awards were given to recognize members for their commitment to the organization.

Julia pointed out that there were many people who did not attend the Fall ILA conference, perhaps they could be given at the spring conference? Amy pointed out the membership in spring is typically lower than in the fall. Would be nice to recognize everyone in front of a larger crowd.

- Electronic Communications (Sara Scheib)

Sara has a placeholder page on the website for the spring conference, which has basic info on it for now. Call for proposals has already gone out on the list. Andrew indicates it is already posted on LinkedIn. Sara expressed that it has been a privilege to be ECC chair.

Dan learned that DMS has a program called WebEx, which we were told we could use for online conferencing (because we are a subdivision). Something worth exploring. AM indicates that an advantage might be that there wouldn't be the 10-person limit like Google Hangouts. Typically in WebEx, one person has the camera and everyone else is on voice chat or IM. AM is interested in having ECC investigate adv/disadv of WebEx.

- Fall Program (Julia Dickinson)

Very happy with the way they turned out, attendance was high. Has anyone seen the session evaluations from ILA? It was not mentioned at the November planning meeting; maybe they have not processed them yet. Someone will follow up on that.

Julia has organizational manual revisions, which she will pass along to Sara. Also other forms that she can share regarding speaker agreements, etc. Would be good to have those on hand. It looks like fall program ideas are coming forward from the November planning day.

Dan indicates that fall program went really well. Three proposals were submitted: a pre-conference on information literacy framework (Jean D. will facilitate; would be an additional funding source because of a separate registration cost); build your own professional development (librarians in the state; panel) re health sciences (co-sponsored); the third proposal was about college readiness - K16 info lit (co sponsored with IASL)

Oct. 14-16, Des Moines Holiday Inn by the airport

AM: Planning Day included submission of who we would like to have at fall conference, needs to be approved by ILA

- Membership (Chris Neuhaus)

Chris provided Anne Marie with a report: he will send info to Jenny outlining suggested steps in the next few months; membership report will be ready before Dec. 15. Membership is up to 150; fall numbers are nearing a historic low. In 2015, raising membership should be a priority. Targeting specific institutions, new librarians (UNI will hire three in 2015), UNI and UI library school students.

DMS news: Sara had an idea to send info to new members -- DMS will be able to send a welcome email on behalf of Pres/VP, which would include info about whether or not an academic librarians joined ACRL as well. If not, we can court them to join (chapter membership is \$5). Can also get word out about informal ways of being involved (listserve, social media, etc.). Membership benefits will be more apparent.

AM reminds us there is a shared draft of a document about the benefits of being part of the organization. Includes advocacy for institutions to pay for membership.

ILA Planning Day -- strategic planning comm did a membership wide survey and they presented the data at planning day. Should now be available on their website; as soon as Dan finds out where, we will send out a link. Dan says there is valuable information but also anomalies. AM reports that there was discussion about how valuable the data would be in targeting membership.

- Newsletter (Leila Rod-Welch)

Committee's work has been completed, final newsletter has been posted.

- Nominating (Anne Marie Gruber)

Very excited to say the last committee slot has been filled. All incoming committee chairs should have received 2015 roster this week.

- Spring Conference (Elizabeth Kiscaden)

Things have fallen into place in the last two weeks: Drake is the location. Drake Holiday Inn is the hotel. Bold Moves: New Connections, keynote by Michael Scott (new state librarian); facility use at no cost. Working on catering, just starting marketing (listserves, newsletters, website) and are open to suggestions -- please repost. Concern at this point is weather. Phone tree is organized, and there is a plan. Evals from last year centered around the food -- hoping to use venue savings to provide the best lunch possible.

IPAL conference will be March 19 at Drake University. Joint happy hour/reception that evening. Liz is considering what to do about dine-arounds; people spoke in favor.

Bepress has expressed interest in being a vendor and offering free dessert. The IPAL reception has had a vendor sponsor (EBSCO). Would it make sense for a vendor to be in one place rather than traveling around the state? Liz will investigate further and get more information.

Linked sessions idea because of the proximity of the meetings. Anne Marie describes it as a “double-wide session” with linkage between ILA-ACRL and IPAL. Theme would be information literacy. Liz wonders about how to fit it in, but likes the idea of featuring the special interest groups (not just info lit). AM indicates there is a lot of interest in the archives and special collections. Pam indicates that the directors talked about statewide collaboration; formulating around initiatives; IPAL conference may be opened up to a larger audience.

- K12/Higher Ed Ad Hoc Committee (Pam Rees)

Waiting for the data from fall pilot. Pam has one other institution in addition to Grandview. Tool was tweaked over the summer, which may have influenced how some of the outcomes are going to roll in. It is not quite as severe (after looking at a couple questions). January 13 meeting with AEA leadership team is planned; offer them some professional development modules. Ericka and Leslie working on that. Starting to discuss possibility of presentation at IASL spring conference.

- ACRL Government Relations Representative (James O’Gorman)

No report. Mary Heinzman will be the new government relations rep.

- ACRL Chapter Council Representative (Ryan Gjerde)

A recent listserv message posed the question on how chapters are planning to respond to the recommendation from the summer meeting that each chapter offer a scholarship to attend the National ACRL meeting in honor of the 75th anniversary of ACRL. No one has yet responded to this query, and I did not see a record of this conversation in the summer meeting minutes (although maybe Ericka would recall). With full knowledge that it would be difficult to propose a new award at this point for the Spring for a number of reasons, I still thought I’d share the idea.

Dan just received an email about this recently, from the officers listserve, which was the first he had heard of it. With short notice, and with the way our budget is, Dan does not think this will be possible, and does not recommend it. Anne Marie agrees. Dan indicated that folks echoed this on the listserve.

AM recognizes Ryan for 10 years of board service. Everyone was complimentary about Ryan’s institutional memory!

## 5. Transfer of Power

The leadership of the meeting is handed over to Anne Marie.

## 6. Other Business:

- ILA 5% fee question: list of services provided now available. (See bullet point list; add into minutes)
- Liz indicates that if we are paying for the service, we will use their offerings!

Dan and AM received an email from Rebecca Funke regarding the October Library Summit: coming out was interest in moving forward with 3-4 areas and creating formal structure/governance (trying to id avenues for communication about initiative); reaching out to ILA-ACRL to see if the LibGuide could be linked on website (D and AM think it sounds easy and valuable, but if Directors' Summit info, why not also the other groups working in the state?; possible for ECC to think about what should be linked; "Related Associations" ).

Typically at this time of the meeting, we talk with our counterparts. Will take a 10-minute break, and then begin with the first grouping (for approx. 15 minutes). If you do not have a pairing at one/both of the sessions, you can be part of a discussion group.

## 7. Transitional discussions

- 1<sup>st</sup> session groupings: 11:55-12:10
  - AM and Dan – President
  - Andi and Kristy – Secretary/Treasurer
  - Julia and Amy – Fall Program
  - Sara and Andrew – Electronic Communications
- 2<sup>nd</sup> session groupings 12:10-12:25
  - Sara and AM – Vice President and Nominating
  - Dan and Amy - Awards
  - Chris and Jenny – Membership
  - Jill and Jennifer and Carrie – Member-At-Large
- Discussion Topics (happening during 1<sup>st</sup> and 2<sup>nd</sup> sessions for those not meeting with counterparts):
  - Future of Information Literacy: K12/Higher Ed Ad Hoc committee and News Know-How Project (Barbara Jones is eager to talk about how to expand this at the college level; focus on media literacy, educated viewer, consumer and creator of media information; Mary Monks has offered to lend her expertise on writing)
  - How to best communicate Membership value & encourage membership

## 8. Reporting of Discussion Topics (reconvened at 12:32 p.m.)

AM indicates that the group is very helpful, so incoming folks should feel free to contact others if they have questions.

Information literacy: how to move forward; what we are doing; providing professional development.

Discussion: did not come to any real conclusions; Pam raised the fact that the committee is hesitant to create an area focused on only one library area, also may be onerous for one person to be the liaison; interest in maintaining linkage with IASL, and in continuing the pilot; professional development likely would not include the linkage with teacher librarians; Julia suggested seeing if IPAL would take over assessment efforts -- if that works, maybe our role could shift to liaison; Pam noted that there is more strength in IPAL, and liaison could be to IPAL; leaders of that interest group (with IPAL) are already taxed, and AM points out it is an interest group, leaders of that effort are more interested in practical efforts than in the assessment and coordination; Ericka wonders if the directors' group would be a way to seek more involvement; AM wonders if there would be a task force from ILA-ACRL that could come with a proposal so there is no gap after the ad hoc committee sunsets at the end of 2015; Pam: if we have a task force, maybe there should be IASL and AEA reps; AM asks for volunteers -- Pam, Ericka, Sara; can talk about charge and timeframe.

Membership: Most of the time was spent talking about K-12. Pam had been a part of the state librarian search, and the candidates were asked what they had done in the state they were coming from. One of them mentioned having regional socials. Liz wondered about sending postcards to academic librarians. Dan mentioned the book "Race for Relevance"; the author is giving a webinar next Tuesday regarding five radical changes for associations: "Question Everything"; she is highly recommended by Mary Heinzman. AM: the fact that there is a broader discussion indicates we are not alone; some are choosing to focus on their specialized membership rather than general membership. Board members are encouraged to talk with colleagues at their institutions. Membership Committee is considering having a rep at each school (Ambassador Program); work continues on that.

No further business.

The meeting was adjourned at 12:44 p.m.

Respectfully submitted  
Andi Beckendorf, ILA-ACRL Secretary-Treasurer

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[AMG1]A special welcome to Joyce C. Garnett, Interim Dean of Parks Library, ISU

Thank you to Kathy Parsons for her assistance setting up this meeting.

Mary Heinzman not able to attend.

[AMG2]Teleconferencing available via WebX through DMS for meetings and events. Should we explore this?

[AMG3]2015 ILA Planning Day updates: Financial estimates complete & submitted. We also submitted three proposals for pre-conference and concurrent sessions at the ILA 2015 fall conference. All of the documents are in the general Exec Board folder on our Google Drive.

[AMG4]Draft of benefits document created in 2013 available via Google Drive:  
ILA membership survey results shared at Planning Day & available on ILA website  
DMS should be able to give us a monthly report of how many new members we have and tell us when someone joins ILA, marks down they are at a college/university, but DON'T join IA-ACRL. This way we can welcome new members in a more personal way and put on our recruiting hats to try and get those ILA/Non-IA-ACRL members to join our chapter.

[AMG5]Bring copy for review

[AMG6]Small task force look into this & bring a proposal to the Board?