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ILA/ACRL Minutes and Reports

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3-3-2016

# ILA/ACRL Executive Board Minutes, March 03, 2016

Association of College and Research Libraries. Iowa Chapter

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## ILA/ACRL Executive Board Meeting Minutes

March 3, 2016

[WebEx](#)

3:00 - 4:30 PM

Present: Sara Scheib -- President (University of Iowa); Beth McMahon-- Vice-President/President Elect (Central College); Jennifer Sterling -- Secretary/Treasurer (William Penn University); Cara Stone Member-at-Large (Grand View University); Rebecca Funke (DMACC, Ankeny Campus); Amy Paulus (University of Iowa); Ericka Raber (University of Iowa); Andrew Welch (Drake University); Leslie Ross (St. Ambrose University).

Absent: Jill Jack (Coe College); Mary Heinzman (St. Ambrose University), Anne Marie Gruber (University of Northern Iowa); Carrie Dunham-LaGree (Drake University ); Jenny Parker (Clarke University).

### **1. Welcome and Introductions**

Sarah called the meeting to order at 3:30pm.

### **2. Approval of Minutes from February 4, 2016**

Minutes from February 4, 2016 were distributed via email and Google Drive link. Minutes were approved.

### **3. Treasurer's Report**

Jennifer presented the budget reports ending January 2016.

### **4. Committee and Representative Reports**

- **Awards (Anne Marie Gruber - absent)**

Anne Marie provided a report via email.

3 of 4 committee members have been active so far.

We are nearly ready with the call for Research Award & I am requested webpage updates this week on the Awards part of the webpage. Thank you to Andrew & ECC for their help with this. Deadline will be April 1.

The call for Mary Iber Spring Conference Scholarship applications should go out in mid-to late March. I sent the link to Rebecca so hopefully it can be included in conference announcements to further spread the word. Deadline will be April 17.

Next we'll be working on Legacy Awards. There was some communication among my committee about Amazon gift cards for the Legacy Awards. One committee member was opposed to Amazon due to their business practices. After polling the committee, we decided to stick with Amazon gift cards since it allows for recipient flexibility.

- **Electronic Communications (Andrew Welch)**

Andrew has been working on feedback with the EC committee on blog guidelines. Rebecca made a motion to approve the blog guidelines. Motion carried. Executive committee members have permission to post blogs. A President's piece could be a first or second post. Andrew is also working on a timeline for postings. Sara noted that the executive board can help provide some content.

- **Fall Program (Amy Paulus)**

The fall planning committee has met. Amy is working on getting Hannah Ubl from Bridgeworks,, a generational expert, for the keynote and a concurrent session. LAMA is working a pre-conference on succession planning. They wish to focus on the "accidental manager". So they are thinking of pulling back on the succession planning they previously discussed.

- **Membership (Leslie Ross)**

The committee is working on renewals. Some people renewed the ILA membership but not ACRL so the committee will be in contact with them. The committee is also exploring ways to make renewal easier such as auto renew and splitting payments.

- **Nominating (Beth McMahon)**

The nominating committee is looking ahead to communication strategies and they can use the new blog and social media to recruit.

- **Spring Conference (Rebecca Funke)**

Travel arrangements have been made for the keynote speaker. ILA will not pay for sched.org this year so it will cost the chapter \$100. The catering is also now set.

- i. Registration costs

Rebecca presented the spring conference budget and the survey results for what other chapters charge for conference registration. The costs for catering and keynote speakers will continue to increase. With that in mind, every four years the chapter can bring in an ACRL speaker with no

cost. Rebecca proposed keeping the cost the same this year and will move forward with setting up the registration. Andrew asked when we should revisit registration costs. Rebecca wondered if it should be discussed during the business meeting at the conference. Jennifer suggested that the conference budget be presented at the meeting. Sara asked Rebecca to present the statistics she and Ericka gathered at the business meeting.

- **Professional Development (Carrie Dunham-LaGree - absent)**

The committee is continuing to discuss priorities and subgroups will work on the charge this month.

- **College Readiness (Ericka Raber)**

The committee met and discussed their projects. The group leaders will meet again next week.

- **ACRL Government Relations (Mary Heinzman - absent)**

No report.

- **ACRL Chapter Council (Ericka Raber)**

As an ACRL chapter we can host 2 live webcasts a year. The number of hosting locations has now increased. Sara was hoping the the Professional Development committee would consider choosing the webcasts and perhaps they can survey members to chose the webcast and coordinate the hosting locations. Professional Development will continue this conversation via email.

## **5. Other Business**

[Open meeting proposal](#) (Sara Scheib) Sara made revisions to the proposal based on feedback during the last meeting. Ericka asked if the open forum might be moved to the beginning of the meeting. Beth also suggested a limit on the open forum comments. Ericka also wondered how we might reduce the workload this might impose on the president, for example moving the notice to a manual instead of the president putting a call for attendance. Sara noted that the call could be in the agenda items and emailed to the listserv. Beth asked if we would want to share draft minutes or approved minutes. Sara tabled the open meeting proposal until another executive committee member wishes to bring it forward again.

## **6. Announcements**

Cara is the chair of the new ILA diversity committee and welcomes ideas and suggestions for membership.

Meeting adjourned at 4:15pm.

Respectfully Submitted,  
Jennifer Sterling