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ILA/ACRL Executive Board Meeting Minutes, July 20, 2020

Association of College and Research Libraries. Iowa Chapter

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Meeting for July 20th, 2020
Location: Zoom
Time: 2:30PM

Approved Minutes

Attendees:

Liz Riordan, President
Julia Salting, Past-President, Awards
Kate Faford-Johnson, Vice President
Lindsay Healey, Secretary/Treasurer
Erica Knapp, Fall Conference Liaison
Katie Hassman, COLlege & Career Readiness Committee Chair
Brett Cloyd, Government Relations Representative
Maggie Halterman-Dess, Electronic Communications Committee Chair
Laurie Neuerburg, Professional Development Committee Chair
Carrie Dunham-LaGree, ACRL Chapter Council
Jennifer Smith, ILA Liaison
Emma Adams, Member-at-Large
Cathy Cranston, Member-at-Large
Mary Anderson, Spring Conference Committee Chair

1. Meeting called to order at 2:32 pm.
2. Approval of agenda - Brett motioned, Maggie seconded, approved by acclamation.
3. Approval of ILA/ACRL Meeting minutes: May 2020. Katie motioned, Julia seconded, approved by acclamation.
4. Treasurer's Report
 - a. In May we had \$10.00 in receipts and no disbursements, and an ending balance of 6,211.41.
5. Committee and Representative Reports
 - a. Awards - Julia Salting
 - i. The following report was submitted:
 1. In May, the Awards Committee members agreed upon a timeline for the 2020 Research Award with input from Executive Board at the April Executive Board meeting. The criteria was broadened slightly to allow for presentations that had been officially accepted for a state, regional, national, international conference that was subsequently canceled due to COVID-19; this change was noted as a 2020 consideration only- not a permanent change to the criteria.
 - a. May 25 (actual June 1): Call for applications for the Research Award with July 31 deadline

- i. If we have more than one applicant, we proceed with review. Or we can do a second call: July 31: Second call/deadline of August 15.
 - b. Our committee work, depending on the number of applicants -- typically 2-4 -- could be completed in two weeks. I can contact the recipient about our decision and then make the formal announcement to membership in October during the ILA Annual Conference.
 - c. The call for applications for the 2020 Research Award went out via ILA/ACRL email listserv and posted to the ILA/ACRL Facebook group. A 'last call' can be sent the week of July 20. Julia doesn't feel that we need to extend the due date because we will already have three applications to review; the typical number for the last few years is 2-4.
 - ii. The following was discussed:
 1. Mary Hammond Iber scholarship award: Julia and Liz contacted Dan Chibnall to see if there were restrictions. From Dan, they learned that Mary's family donates every year and it is in her name, but there are no restrictions. If we want to change what the scholarship covers, we shouldn't have to go through the family to change that. Julia reported that right now we have about \$800 in that fund. We haven't spent much in a couple of years, but we don't want to over promise as far as what and how much the award might cover. Liz suggested that we could put a cap, and cover up to that amount. Julia relayed that right now the award covers registration plus up to \$100 for travel and accommodations. Julia reported that per Jennifer Sterling, we want to make it clear upfront that the scholarships are reimbursement based, and it can take up to 1 month for the reimbursement to come through. Liz asked Julia to put together some parameters to suggest for expanding the scholarship to discuss at the next meeting.
 2. Julia reported that the invoice for PR/Marketing Award for the University of Dubuque Charles C. Myers Library should be coming through soon. Randi Malone (DMS) sent the reimbursement form.

3. We have 4 apps for the research award. Julia posted a reminder to the FB page today. It is good to have that many submissions.
- b. College & Career Readiness - Katie Hassman
- i. The following report was submitted:
 1. ILA/ACRL & IASL Executive Boards have approved the proposed name change. This College Readiness Committee will now officially be called the College & Career Readiness Committee.
 - ii. The following was discussed:
 1. The College & Career Readiness Committee is interested in reaching out to the Community College Librarians' Roundtable and the Public Library Forum to discuss ways the groups might work together to expand projects around career readiness. The committee would like to begin discussion with our ILA-ACRL Executive Board about the possibility of including members from these groups on the College & Career Readiness Committee moving forward.
 2. Katie reported that the committee held a 1.5 hour retreat in June. The retreat focused on planning for the rest of the year - work on getting the website updated, changing the name everywhere. The committee is considering possibly renaming the website, which is called Iowa School Libraries right now. The committee thought maybe we could come up with something that fits better with what we do. Katie said there will be more to come on that.
 3. Katie reported that the committee is going to look into this Future Ready Iowa Program, state program with the goal to get High Schoolers into the job pipeline in Iowa. The committee is going to review that program, looking at the rhetoric that it uses to talk about career readiness and talk about how we can align with that.
 4. The committee is also thinking about how they can highlight some of the stuff on the website already, knowing that budgets are going to be tight, thinking of ways some of the content might be repurposed.
 5. Katie reported that the biggest thing the committee is dealing with is thinking about the future of the group and whether or not we should include other librarians in the committee. Last month Katie reported that we have been struggling to recruit IASL members for the committee, but thanks to Kate we

have 2 new members. As Katie considers rotating off the committee, we want to make sure the next chair has support. Maybe adding public librarians into the mix and also reaching out to the Community College Librarians Roundtable. Thoughts on making CCR a broader committee?

- a. Julia said it's a really good idea as public libraries are often tapped for career services and could be a resource to academic librarians. Maybe they have some training ideas for us as well. Thinking of a way to formalize the recruitment for the committee. Jennifer expressed support and Liz said however the committee wants to move forward, it sounds like the Exec board is in support of this.
- b. Julia mentioned that we will need to consider what this means to the bylaws as the composition of the committee is something we would probably have to take to the membership. Liz suggested we could vote on that in October, so if we could have something if possible we could bring that to a vote at the Fall Business Meeting. Julia reminded us that if you have it 30 days before the meeting you can push it out to the listserv and then vote at the meeting, otherwise we would have to inform membership at the meeting and wait 30 days after that to do an electronic vote.
- c. Electronic Communications Committee - Maggie Halterman-Dess
 - i. The following report was given:
 1. Opened with discussion of ongoing social media resource sharing, virtual town halls, etc.
 2. Discussed potential migration of iowaacrl.org Content Management System from Drupal to WordPress or similar. All members in favor of migration; Chair will bring proposal to Executive Board for approval.
 3. Solicitation of blog post proposals and encouragement to suggest others write posts.
 4. Requested that members consider committee participation for 2021 and let Chair and/or Membership Chair know if they wish to stay on, rotate to another committee, or rotate off for next year
 - ii. The following was discussed:

1. Maggie wrote up a document rationalizing the change from Drupal to Wordpress. Going to pursue the migration with Ryan, James Cox has been overseeing the LinkedIn group but no one is using it, so we are going to discontinue.
- d. Fall Conference Liaison - Erica Knapp
- i. The following was discussed:
 1. Erica - Conference is going to be virtual this year. They did commit to coming back to Dubuque in 2023. Decided on a platform so we can move forward with selecting presentation and speakers. It's going to be 1 day vs. 1.5 days so it will be fewer presenters but we are looking into having a webinar series for people who are interested in presenting, that would be something that might happen over the next year. Apology for taking so long to get back about proposals. Erica will keep us updated.
- e. Membership Committee - Kate Faford-Johnson
- i. The following report was given:
 1. Total members: 141 (up by 3 members over past month)
 2. Lapsed members: gained 2 more members from the lapsed members list (28 left)
 3. ILA Membership Committee: Ad hoc membership dues committee has been approved by ILA board and will convene this summer to review the current personal and institutional annual dues schedules, and propose modifications intended to address issues of affordability and equity for members, as well as the sustainability of ILA. This committee is being led by Ryan Gjerde & Jennifer Smith and I will serve as ILA/ACRL membership liaison.
 4. Some ideas group is mulling over so far:
 - a. Offer partial year or 16 month memberships in Fall
 - b. ILAF sponsored memberships
 - c. If follow-up to CARE Act addresses 503c6 orgs, consider that funding as replacement for membership grants
 - d. Explore support from corporate sponsors - for memberships or additional benefits for members
 - ii. The following was discussed:
 1. Kate reported that the committee has been very busy, and while they haven't really been recruiting members we are up to 144 members.
 2. The committee has been spending a lot of time filling committee positions for next year. Kate will send out once we have a clearer picture, still waiting to hear back from a lot of people. Both of the VP candidates fell through so if you have any ideas let Kate know.
 3. Another thing Kate is doing is working with the ILA ad hoc dues committee

4. Liz asked - other than VP how do you feel about the other positions? Kate replied that we are just short a few committee positions and waiting to hear back from some people. Liz told the group to send Kate names for ECC and VP if we know of anyone who might be a good fit.
5. Julia asked if Kate was able to get the ACRL list of members to see who could be VP in terms of ACRL membership? Julia will send Kate the contact for getting that list (ACRL National). Liz suggested we bring that up at our next town hall meeting and see if we can get some people to volunteer.
- f. Professional Development - Laurie Neuerburg
 - i. The following was discussed:
 1. New episode of Keeping Up With, which will feature Amandajean Nolte and the topic is Online Instruction.
 2. Laurie reported that the committee has been discussing the upcoming year, planning whether we should have another book discussion or maybe watch a documentary or movie together if we can find something that's open that everyone would be able to watch. Thinking more about a mentoring program and how we would structure that, especially in this environment.
- g. Spring Conference Committee - Mary Anderson
 - i. The following report was given:
 1. Amanda Jenkins Walch is leaving Iowa and Spring Conference will be in desperate need of members to keep the progress they have made going.
- h. ACRL Chapter Council - Carrie Dunham-LaGree
 - i. The following was discussed:
 1. Carrie reported on the virtual meeting. There was discussion at the meeting about the next two newsletters. Carrie asked the group if there was interest in submitting a write-up on our town halls to be published in the newsletter for the Chapter Activities section. Liz said she would send out an email to some of the people who have been regularly attending meetings to help with writing something up. Emma said she would be happy to help as well.
 2. Carrie said we should see the job posting for the new ACRL Director go up in early August.
- i. ACRL Government Relations - Brett Cloyd
 - i. The following was discussed:
 1. Brett forwarded an Advocacy alert last week encouraging members to reach out to their congressional representatives to support funding for libraries. Brett is part of an ALA working group of public and academic libraries trying to improve access to digital information, especially books. Working with ALA on ways the group can contribute and make recommendations to legislators.

6. Old Business

- a. None
- 7. New Business
 - a. None
- 8. Other Business or Announcements
 - a. Town Hall updates - We have moved to every other week, will do so until the end of October. Liz reported that the last couple of weeks have been really good with more questions and discussions coming up as people start to deal with re-opening. After October we are not really sure where this will go, but we will see where we stand at that time.
 - b. Liz asked the group how everyone is doing. Members shared information and thoughts regarding staff reductions, resuming library services, returning to campus, and information literacy instruction.
- 9. Meeting adjourned at 3:23 p.m.

Respectfully submitted,
Lindsay Healey, Secretary/Treasurer