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ILA/ACRL Executive Board Meeting Minutes, November 16, 2020

Association of College and Research Libraries. Iowa Chapter

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Meeting for November 16, 2020

Location: Zoom

Time: 2:30PM

Approved Minutes

Attendees:

Liz Riordan, President

Beth McMahon, Spring Conference Chair

Mary Anderson, Vice President/President-Elect

Lindsay Healey, Secretary/Treasurer

Emma Clausen, Member-at-Large

Jennifer Smith, ILA Liaison

Katie Hassman, College & Career Readiness Committee Chair

Maggie Halterman-Dess, Electronic Communications Committee Chair

Julia Salting, Past-President/Awards Committee Chair

Laurie Neuerburg, Professional Development Committee Chair

Erica Knapp, Fall Conference Committee

Brett Cloyd, Government Relations Committee Chair

- A. Called to order at 2:33 p.m.
- B. Approval of agenda - Julia motioned, Katie seconded, approved by acclamation.
- C. Approval of ILA/ACRL Meeting minutes: September 2020 - Erica motioned, Emma seconded, approved by acclamation.
- D. Committee and Representative Reports
 - a. Awards - Julia Salting
 - i. No report
 - b. College & Career Readiness - Katie Hassman.
 - i. The following report was given:
 1. Committee members continue work to brainstorm and identify relevant career readiness initiatives and projects to pursue during the 2021 committee year. The committee has not yet recruited additional IASL members for the committee. Katie worked with IASL executive board members to draft a recruitment email that was sent out to IASL members next week. Should we be unable to recruit new IASL members we have one existing member willing to stay on for the 2021 committee cycle. It was suggested that the IASL Advocacy Executive Board member serve as the liaison to the College & Career Readiness Committee.
 - ii. The following was discussed:
 1. Katie asked the group to share how our libraries contribute to career readiness initiatives on campus and/or in our broader communities. Katie would like to get a pulse on what types of things are already being done in our professional

community as the committee prepares to focus on career readiness next year.

- a. Emma shared that DMAACC does not do anything formal.
 - b. Jen and Julia shared that at St. Ambrose they promote Brainfuse and Learning Express, LibGuides, and have a conference room for virtual interviews.
 2. Anne Marie Gruber will take over as chair of the committee next year.
- c. Electronic Communications Committee - Maggie Halterman-Dess
- i. The following report was given:
 1. Will be sending out election voting form November 16th.
 - ii. The following was discussed:
 1. Maggie shared that ILA has approved a communications policy. We have some questions about two things in the policy: username and passwords sharing and about branding.
 2. Ryan Gjerde is working on a test site for the ILA/ACRL website, Maggie will be looking it over.
 3. Julia asked is ILA is asking for website login info or just social media? Maggie thinks they are only looking at social media. Maggie put the documents in the shared drive, if people have questions after looking it over they can get in touch.
- d. Fall Conference Liaison - Erica Knapp
- i. Nothing at this time
- e. Membership Committee - Mary Anderson
- i. The following report was given:
 1. We currently have 153 members
 2. All the potential members of the committees for 2021 have affirmed they are willing and able to serve. We have enough members for each committee though there is still an opening on ECC if you know of anyone who would be interested. See the full committee rosters in the Membership folder in the Google drive.
 - ii. The following was discussed:
 1. Mary had a question about a member from out-of-state that is not familiar to anyone on the committee, does anyone know this person?
 - a. Julia had a couple of ideas - could be a library student who has moved on or maybe someone who is looking for a job in the area.
 - b. Maggie suggested it could be someone in an online program.
 - c. Jennifer suggested that we could reach out to the person as a new member.

- f. Professional Development Committee - Laurie Neuerburg
 - i. The following report was given:
 - 1. We selected our free ACRL webinar recording “Thinking Critically About Information in Uncertain Times.”
- g. Spring Conference Committee - Beth McMahon
 - i. The following report was given:
 - 1. The committee met Monday, November 9th. We submit the following committee decisions to the Executive Board for approval:
 - a. We propose that the Spring ILA/ACRL & IPAL Joint Conference be virtual and that we go forward with planning a virtual conference from this point. It seems unlikely that it will be possible to safely convene a full conference by May 2021, and making the decision sooner rather than later allows for better planning.
 - b. We ask the Executive Board to approve the following Conference Description and Call for Proposals Description without Call for Proposals (to be posted November/December 2020)
 Keep Calm and Carry On
 ILA/ACRL & IPAL Spring Conference
 May 20-21, 2021
 At times we've been calm (and at other times anything but) as our institutions and libraries have carried on and rapidly adapted to the complexities of the COVID-19 pandemic. This time has called us to use our competencies, creativity, and critical thinking in new ways. What have you learned about yourself, your colleagues, and your community? What gaps has this reality illuminated in your work, services, or resources? What new solutions, strategies, or skills have you developed?
 Join us in May for a joint virtual conference to learn and reflect with colleagues. A call for proposals is forthcoming.
 Call for Proposals (to be posted January/February 2021)
 - ii. The following was discussed:
 - 1. Beth asked if anyone had thoughts or feedback on the proposed conference description and call for proposal language.
 - a. Liz asked for clarification on colleagues vs. colleges. Beth affirmed it is supposed to be colleagues, but suggested “What have you learned about yourself and your community to carry forward?”

- ii. There was discussion about the date. Maggie noted that the third Monday in December is the 21st. Maybe we should move it to the 14th, since that is the week of Christmas. There was a consensus among the group that this might work better.
 - iii. Liz will set up the meeting with Jeremy and send email to the new folks.
- c. ILA Planning Day Recap
- i. Liz asked Mary, Maggie, Erica, and Jen if they would fill us in a little about Planning Day.
 1. Mary said the first breakout was talking about ILA specifically, there were 4 topics: Conference, Professional Development, Communications, and Advocacy. There were a good assortment of ideas from the brainstorming.
 2. Maggie pitched a conference feature with resume and CV review.
 3. For Advocacy, Mary said there was discussion about advocacy on a local level vs. at the state level.
 4. Regarding the Fall Conference, Mary said there was talk of how we could do virtual in the future, in addition to if/when we are able to convene in person.
 5. ACRL breakout we talked about migration of the website, continuing with Town Halls at least through Dec 7th, and spent a fair amount of time talking about how we can reach out to support staff more. Some ideas for this were professional development for support staff, Town Halls only for staff, conference sessions focused on staff/front-line workers. Liz suggested we carry this conversation forward at the transition meeting.
- d. Town Hall updates
- i. Liz - the next Town Hall is December 3rd. It sounds like the last one was well-attended and there was a lot of good discussion. We'll have a lot to discuss for December 3rd.
- e. How is everyone doing?
- i. Liz - This is technically our last meeting as this group, so congratulations to everyone for pulling through this year, we've proven that we can do anything!

H. Adjourned at 3:25

Respectfully submitted,
Lindsay Healey, Secretary/Treasurer