9-8-2006

ILA/ACRL Executive Board Minutes, September 08, 2006

Association of College and Research Libraries. Iowa Chapter
ILA/ACRL Executive Board Meeting September 8, 2006
Cole Library, Cornell College, Mount Vernon, IA

Present: Rebecca Stuhr, Jane Campagna, Brett Cloyd, Jean Donham, Betsy Gardner, Ryan Gjerde, Mary Heinzman, Kathy Parsons, Amy Paulus, Randy Roeder, Kris Stacy-Bates

The meeting was called to order at 10:45 a.m.

Approval of the minutes

Minutes of July 6 were reviewed. Cloyd moved to approve; Campagna seconded. The minutes were approved unanimously.

Treasurer’s Report

ILA balance 7/7/06 $3,993.52
Directory expense 686.96
ILA booth rental 100.00
ILA balance 9/8/06 $3,206.56

National account balance 9/8/06 $0.00

The balance in the national ACRL account was expended per the Board resolution of July 7, 2006. The expenditure served as part of ILA/ACRL’s $300 commitment to the Iowa Library Association Leadership Institute. The national balance, $189.00, was earmarked for assessment purposes.

Spring Conference revenue $2,234.97

There were no additional spring meeting expenses. Stuhr was instructed to transfer one-third of the conference revenue to the Iowa Association of School Librarians per the Board resolution of July 7, 2006.

Spring Conference Program Committee

Cloyd reported on the Committee’s initial planning. Pamela Snelson, national ACRL president, will keynote the March 23, 2007, Spring Conference in Grinnell. The national office will cover $750 in expenses and no honorarium will be required. The group is still developing a theme for the meeting.

Directory Committee

Stacy-Bates reported that the cost for the directory was $686.96 and was within budget. The printing was done at Iowa State University.

Fall Program Committee

Robb was not available to report. It is anticipated that Robb will serve as panel session manager. Donham offered to introduce the speaker if no one has been assigned. The community college representative to the panel may still need to be selected.
Awards Committee

Parsons reported that Rebecca Routh, Catalog Librarian at the University of Iowa, is this year’s Fall Conference Scholarship recipient. The award of the scholarship was approved by the Board.

Membership Committee

Heinzman reported that the Chapter currently has 198 members, a number similar to that at this time last year. The Board happily accepted Heinzman’s offer to donate a banner for the membership booth and podium display.

Electronic Communications Committee

Gjerde distributed a summary of his investigation into commercial web-hosting services. Low cost and flexibility make them an attractive alternative to IREN and the ILA sites. The Board asked Gjerde to make a recommendation for a specific vendor at the December meeting.

Gjerde reported the results of a preliminary investigation into web-based survey software. Most of the free services are limited in scope. Other, richer services, such as Survey Monkey or PollCat, can run from $20 per month to $500 per year.

Newsletter Committee

Paulus reported that Veronica McAsey, from Briar Cliff, will take on the editor’s responsibilities for the November issue. McAsey is likely to need access to the Dream Weaver templates stored by Gjerde.

Nominating Committee

Jean Donham distributed a list of next year’s committee members and candidates for elective office. Amy Paulus and Mary Heinzman are running for Vice-President/President-Elect; Duncan Stewart and Joyce Meldrem are running for member-at-large. Daniel Boice and Rebecca Funke are running for Secretary/Treasurer. The appointments process is now complete. Parsons moved the slate; Campagna seconded. Approved unanimously.

The ILA Executive Director can supply mailing labels for the ballots.

Ad Hoc Advocacy Committee

Stuhr reported that the ILA Award Committee and the ILA Executive Board have approved the public relations award. Stuhr will check with the ILA President and the Executive Director to see if the awards must be included in the ILA/ACRL by-laws.

The Mentoring/Professional Development Subcommittee’s report includes a four-question survey designed to gauge interest in developing a mentoring program. Brett Cloyd will investigate the feasibility of mounting the survey on the web.

Ad Hoc Education Committee

Campagna distributed a copy of the survey on the educational needs of librarians and support staff in Iowa academic libraries. Brett Cloyd offered to assist in getting the survey mounted on the web. Since
the ILA/ACRL mailing list is a logical venue for publicizing the survey, subscribers could be asked to forward a notice to their librarian and support staff colleagues.

**Ad Hoc Research Committee**

Stuhr reported that the ILA Award Committee and the ILA Executive Board have approved the research award. Stuhr will check with the ILA President and the Executive Director to see if the awards must be included in the ILA/ACRL by-laws.

**ACRL Legislative Representative**

No report.

**National ACRL Chapters Council**

Paulus reported that Stuhr will be forwarding significant communications from the ACRL mailing list during her absence. Fall Conference material (i.e., ribbons, handouts for the booth, etc.) is being forwarded to Heinzman.

**Other Business**

The group discussed the procedure for archiving Chapter documents and ensuring our compliance with ILA and Chapter policies and by-laws. Donham, Campagna, and Heinzman volunteered to study the issue. Among the considerations: what to archive, how to make it happen and the using the website as intermediate term storage.

Stuhr reported that the by-law changes aligning the terms of Spring Conference Committee members to the actual work at hand, rather than the calendar year, are awaiting final approval by ILA.

Roeder made the following motion:

“In order to provide a reliable source of funding for the ILA/ACRL scholarships, grants, awards and other membership services, the ILA/ACRL should establish a $5.00 membership fee to be collected at the time that ILA dues are payable.”

Gardner seconded. Passed unanimously.

The Board will be present the proposal to institute dues at the business meeting that takes place the ILA Fall Conference. The discussion will be followed by a paper ballot that will go out at the same time as board member election.

**Next Board Meetings**

October 11, 2006, Lobby of the Country Inn, Council Bluffs, 5:30 p.m.

December 8th, Cole Library, Cornell College, time not yet determined

**Adjournment**

The meeting adjourned at 2:15 p.m.
Respectfully submitted,
Randy Roeder
Secretary/Treasurer for ILA/ACRL