

## **ACRL/NEC Board Meeting Minutes**

Wednesday, May 19, 2004

Douglas and Judith Krupp Library, Bryant College

10:00 a.m. to 12:30 p.m. (with orientation to follow)

Present: Linda Collins, Kendra St. Aubin, Helena Rodrigues, Florence Doksansky, Christine Turner, Val Harper, Louise Buckley, Gail Geisser, Mary MacDonald, Barbara Kenney, Sandra Rothenberg, Nancy George, Colleen Anderson, Marilyn Steinberg, Janice Wilbur, Christopher Cox

### **1. Welcome and introductions**

**2. Minutes** – There was discussion of online approval of minutes.

**Motion:** We regularize online approval of minutes.

All Board members can make corrections, but 5 of the 7 elected Board members need to vote to approve before they are posted on the website.

Attendance at the annual business meeting at the spring Conference is a problem but we should be clear that there is a brief meeting before the Conference. Officers have to know they need to be there and we need a quorum. Treasurer, Past President, Secretary, and Members-at-Large should attend.

It should be the first item on the morning schedule and include announcement of new officers, Treasurer's report and announcement of Outstanding Librarian of the Year.

This meeting is open and free of charge, so members could come without attending the conference.

**3. Past President's Report from Helena Rodrigues** – 2004 election results are in and online. Proposals for National Conference contributed papers, panel sessions, workshops and preconference sessions are due May 28, 2004. The ALA Library Funding Web site now features a Tell Your Story! component. ACRL preliminary programs for the 2004 Annual Conference are available online. ACRL seeks proposals for Midwinter workshops.

**4. President's Report from Linda Collins** – Linda thanked Mary McDonald for moving the Outstanding Librarian of the Year Award program forward. There will be a review, with advice given on the future award process. There were only 4 nominees. Outstanding Librarian of the Year Trina Magi sent a thank you note. Linda noted that she enjoyed working with everyone.

**5. President-Elect's Report from Colleen Anderson** – The spring Conference was a big success with about 200 attendees. Help was needed in organizing the breakout sessions. The keynote speaker got the biggest positive response. There were 72 evaluations with lots of ideas for our next conference. Balance of proceeds is \$2451.32. Expenses for speakers need to be watched.

Question: Do we want to continue print mailing? Posting on the website with e-mail reminders seems to be enough in this online environment. Maybe we could send mailings only to institutions.

**Motion:** Do not send print mailings. Accept registration online. Action on the motion was delayed because the incoming President-Elect, Christopher Cox had not yet arrived at the meeting.

**6. Treasurer's Report from Marilyn Steinberg** – Marilyn reported a balance of \$19,477.40 in the checking account and \$6,291.46 in the certificate of deposit.

There was a suggestion to publish professional flyers for the chapter to be given to new members, distributed at conferences, or given to library school students in mentoring programs. It was noted that other organizations at conferences are represented with slick brochures.

The Communications Committee will work on new PR/marketing tools for ACRL/NEC.

The Continuing Education Committee needs to be revived and reevaluated.

**7. Members-at-Large Report from Mary MacDonald** – Mary submitted a written annual report of her activities. She noted that Martha Rice Sanders couldn't attend the board meeting, but would send her report to Colleen.

## **8. Communications**

**Motion:** Move board list from MIT to Val Harper's UNH server.

Board members should send e-mail addresses and contact information to Val at [Val.Harper@UNH.edu](mailto:Val.Harper@UNH.edu) so she can get the list running this week. Colleen will send new Board members' names and information to Val. Christine Turner distributed the annual report for Publications and Newsletter. She has compiled the Newsletter and she has some but not all SIG reports.

New Board members will be announced.

SIG reports go to the President, Val & Paul Roske, the archivist, for their uses.

The chapter annual report written by the President in August should be included in the September Newsletter.

**9. Constitution and By-Laws Committee** - Louise Buckley distributed the new manual and thanked those who worked on it. Please send corrections to Louise, who will give them to Val to update the manual on the website. This is meant to be used, living document. She also distributed the annual report of the committee. All acknowledged that this was a wonderful job. Our sincere thanks go to Mary, Judy, Dawn & Marilyn.

**10. Membership** – not present.

**11. Archives** - There was a display on the 1<sup>st</sup> floor at Bryant College for the Conference.

**12. Continuing Education** –The group will rethink their goals for the next meeting.

**13. Women's Studies** – not represented. Nancy Dennis is a new chair and there were no programs last year. There is some activity in Maine.

**14. Access Services** - Held program "Musical chairs" on November 18<sup>th</sup> at 2 places, Dartmouth & Trinity, on the same day.

Main Conference tomorrow on assessment at Holy Cross. Gail Geisser will be the speaker.

**15. Business Librarians** - no report. The new chair is not yet on the list. Last week they held a program on licensing, EndNote, and ProQuest products. Status of group remains a little shaky.

**16. Collection Development** – no report.

**17. Information Technology** – The annual report was distributed. The next program will be an informal discussion with Nancy George about library technology trends.

**18. LOCI** - Regina Raboin will continue as chair. There is no annual report as yet.

**19. NELIG** - Chris Cox distributed the annual report. NELIG has 203 members and held four meetings in addition to the annual meeting planned in June.

**20. Preservation** – no report.

**21. Serials Librarians** - The group is trying to find a new chair and will discuss this at their next meeting. They need a new site to host their web site.

**22. Legislative Representative** - The Board thanked Janice Wilbur for her good work.

We are in much better shape than other ACRL chapters in this area. Janice distributed a report on National Legislative Day and posted her report on the web.

Suzanne Wones from the Kennedy School of Government will be next chair.

## **23. Old Business**

**Established the Outstanding Librarian of the Year** – We need a report from this year's process and guidelines to give to the new President. It was recommended that the President, the past year's Recipient of award and a Member-at-Large be the review committee in future years.

## **24. New Business**

### **Meeting Schedule for coming year:**

All meetings 10 a.m. – 12:30 p.m.

Assumption – Aug. 18

Bryant College – Nov. 16

Northeastern – Jan. 14 at the ALA Midwinter

Annual Meeting – TBS

### **Meeting Adjourned 12:20pm**

### **ACRL/NE Transition meeting was held after the Board Meeting.**

This is an opportunity for old members to introduce new members to the work of the Board and the SIGs.