

**ACRL/NEC Board Annual Retreat  
Meeting Minutes  
November 13, 2007  
Assumption College, Worcester, MA**

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**Attendees:** See Attachment A: Board Meeting Attendance. There was a quorum.

**1. Welcome and Introductions:** President Judy Pinnolis called the meeting to order at 10:00 a.m.

**2. Prior Approvals**

**Approval of Minutes:** There was approval of the minutes from the August 1<sup>st</sup> board meeting through e-mail since the last board meeting.

**3. Board Reports**

**President's Report:** Judy reported that Beatrice Pulliam will be stepping down as co-chair of the communication committee, and that Janice Wilber will be replacing April Levy as Legislative Representative. The annual conference will be April 18<sup>th</sup> at the University of Connecticut. Just over \$1,000 was received from ACRL National. Judy thanked Nancy and Christine for their help in filling out the paper work. Judy also reminded board members of the \$500 available from ACRL National for a program on campus advocacy.

**Vice-President:** Melisa Behney reported on the status of the annual meeting planning. The meeting will be held at the University of Connecticut on April 18<sup>th</sup> at the Bishop Center. The rental costs include 2 meeting rooms and audio visual support. The libraries at UConn are being very supportive. There is ample parking and also a hotel on campus if needed. The planning committee will be meeting today after the board meeting to get the program planning underway. In January the budget will be presented to the board for approval.

**Treasurer:** Marilyn Steinberg distributed and reviewed the report covering July 1, 2007 to November 11, 2007. Ending balances were \$13,375.09 in the checking account and \$6,914.30 in the certificate of deposit. A second certificate of deposit was opened for the scholarship fund. The balance is \$5,029.66. Marilyn reminded the board that the fiscal year runs July to July. The \$500 donation for the Licensing program was received.

**Motion:** To send thank you letters and a \$50 gift certificate to those who assisted with running the ACRL Listserve. **Approved.**

**Continuing Education Committee:** the CE committee is working to co-sponsor a Licensing program. The program on Electronic Resource Management Systems at Keene State was recorded. The committee is investigating options for creating a repository to hold the presentations from all sponsored programs in one centralized location.

**Legislative Update:** Judy reported that all messages have been forwarded to the listserv. There is a call from ACRL National for person of the year. As of today Janice Wilber will take over the Legislative Update responsibilities.

**4. Training**

Val Harper provided an overview of the web services that Blue Host is offering the Chapter.

**Web Pages:** Val reminded SIGs that they now have the option to edit and upload their own section pages; however Val is still available to upload and edit pages for those who need assistance. The goal is to move all SIG websites to Blue Host.

**Calendar:** Val reviewed the functionality of the new calendar. Currently events are being maintained to two places. As of today the new calendar will be the only calendar being updated. SIGs are encouraged to add their events to the calendar.

**Listserve:** Val quickly reviewed the steps to approve a message for the listserve and noted that the spam has been almost eliminated.

## 5. SIG Reports

**ITIG:** Bob Scheier presented a budget on behalf of ITIG for a joint program on Licensing Electronic Resources. The program will be sponsored by the following ACRL NEC groups: Continuing Education Committee, ITIG, Serials. External collaborators include MAHSLIN, NEHSL, and NETSL. One vendor has also offered support, Innovative Interfaces. The program is national program offered by the Medical Library Association. It will be held on March 3<sup>rd</sup> at Holy Cross in Worcester, MA and March 4<sup>th</sup> at Dartmouth College in New Hampshire.

**Motion:** To approve the proposed budget for the Licensing Electronic Resources program to be held March 3<sup>rd</sup> and 4<sup>th</sup>. **Approved.**

**ASIG:** Linda Roscoe will be the new co-chair. The SIG will not have a fall meeting, but are planning a June 3<sup>rd</sup> meeting on Web 2.0 at Franklin Pierce College

**LOCI:** LOCI is not planning a fall meeting; they would like to have a program in January or March.

**SLIG:** The SIG is trying to get a planning committee together. The SIG is also working on moving their website to Blue Host.

## 6. New Business

**Outside Funding Requests:** Judy suggested a task force come together to examine the question of outside funding requests that come to the chapter and create a request process. Currently unless there is a SIG involved the Chapter cannot be a supporter. Christine, Marilyn and Louise volunteered to work on this issue.

**Chapter Organization:** Judy asked for volunteers to do an evaluation of the SIG's and determine if the current organization still makes sense. Kari, Beth and Judy volunteered.

**Next meeting:** January 10, 2008 at Mt. Wachusett Community College

**Meeting adjourned** at 12:20.

**Submitted by:** Mary Piorun

**Attachment A: Board Meeting Attendance**  
**Meeting Date: November 13, 2007**

<b>Officers</b>		
President	Judy Pinnolis	
Vice President	Melissa Behney	
Past President	Christine Turner	
Secretary	Mary Piorun	
Treasurer	Marilyn Steinberg	
Member-at-Large	Carole Myles	
Member-at-Large	Sandra Rothenberg	
<b>Committees and SIGs</b>		
Constitution & Bylaws Comm.	Louise Buckley	
Membership Comm.	Kendra St. Aubin	
Communications Comm.	Val Harper	
Continuing Education Comm.	Debbie Herman	
Access Services	Gail Geisser	
Collection Development		
ITIG	Nancy George Bob Scheier	
LOCI	Beth Rohloff	
NELIG	Kari Moffard	
Preservation/Conservation		
Serials Librarians	Anne Meringolo	
Women's Studies		
Nominating Comm.		

**Total Number of Voting Members: 16**

Quorum – simple majority of voting membership (10) with at least 4 officers, one of whom must be the president or the vice president.

**Quorum: YES**

<b>Non Voting Board Members</b>		
Archivist		
Legislative Network Representative		