

**ACRL/NEC Board Meeting  
Meeting Minutes  
January 10, 2008  
Mt Wachusett Community College, , MA**

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

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

**Prior Approvals**

**Approval of Minutes:** There was approval of the minutes from the November board meeting through e-mail since the last board meeting.

**Board Reports**

**President's Report:** Judy Pinnolis reported there was a slight mix-up in sending out the thank you notes for past service from the board. This has been straightened out. Judy has drafted a letter to be sent to library directors to encourage ACRL/NEC membership and attendance at meetings. Judy is hoping to encourage non-librarians who work in libraries to participate more. Judy has also created a new task force to investigate collaboration with non-library organizations, such as other higher education or IT organizations. Janice Swiatek-Kelley will lead the task force. Judy also raised some issues with the Preservation SIG: non-attendance at board meetings for two years, no programs have been offered, not being able to contact to chair. Judy asked what the by-laws say in this regard and for general comments from the board. Louise will distribute through the list what the by-laws require. Comments included the trend to inter-departmental collaborations and maybe the SIG needs to be renamed, suggestions were made to poll the membership of the value of the SIG.

**Vice-President:** Melissa Behney reported on the status of the annual meeting. The meeting will be held at the UConn Storrs campus on April 18<sup>th</sup>. There is a parking lot that will hold 100 cars; overflow will need to use the parking garage. Melissa is in the process of recruiting and confirming speakers. There will be room for posters to be displayed. The poster session will be after lunch. There will also be an opportunity to tour the Dodd Center at the end of the conference. Melissa asked the board for a recommendation on how many people to register. There are limitations on the number of people that can be seated for lunch; however the main conference room seats 230. The board suggested allowing the maximum number to register and to try and make extra space for lunch. There was a discussion on allowing electronic payment for registration and any associated fees for that service and the effect on the cost to register for the conference. Registration will open Feb 24. There was also a discussion on the budget for the annual meeting and a when the business meeting should take place. Judy also commented on the great work that Melissa and the planning team is doing.

**Motion:** To set the registration fee for the 2008 annual meeting at: \$25 Students, \$55 Member, and \$80 Non-Member. **Approved.**

**Motion:** Approve the proposed budget with adjusted registration fees. **Approved.**

**Treasurer:** Marilyn Steinberg distributed and reviewed the report covering July 1, 2007 to January 5, 2008. Ending balances were \$13,027.989 in the checking account and \$6,914.30 in the first certificate of deposit and \$5,029.66 in the scholarship certificate of deposit.

**Communications Committee:** Val Harper reported that the mail load on the members list and the jobs list are exceeding the capacity of the software program and server we are running. Messages are being delayed or not delivered at all. Val is in the process of selecting, installing and configuring new list

software. She estimates the transfer will take 3-4 weeks. Important announcements will need to be posted to the chapter web page.

There were lots of members interested in helping with the newsletter. Eleta Exline has been asked to fill the role. Other members who expressed an interest are being recruited to help the board by serving on task forces or assisting in other ways.

**Membership:** Kendra St. Aubin reported that she is receiving renewal dues and working to increase new membership.

**Member-at-Large:** Carole Myles reported on the status of the academic program that will be part of the Massachusetts Library Conference in May. Speakers have been lined up and the program is expected to draw a large crowd. Planning is also underway for the NELA conference which will be held in the fall in Manchester, NH.

**Legislative Update:** With the listserv not working, any messages will be posted to the website.

**Scholarship:** The scholarship committee is taking applications. Due to the small number received to date the announcement will be redistributed.

### **SIG Reports**

**NELIG:** The November workshop was well attended. The next meeting will be February 22<sup>nd</sup> – Bring a Faculty Member to Work. In-coming co-chairs are getting more involved in the process to plan programs. NELIG has also now using Facebook to connect members and will be working on moving over the SIG website to Bluehost in the coming year.

**Women's Studies:** The group is investigating the possibility of having a two day retreat at Smith College over the summer.

### **New Business**

**Co-sponsorship:** Draft guidelines for co-sponsoring programs with outside institutions were distributed and discussed. Emphasis was placed on that this procedure is to be used for organizations that ACRL/NEC does not have any prior relationship with. Considerations were given to how to protect the ACRL/NEC name, how to prioritize requests, should a set amount of money be set aside, is a form needed. Suggested changes will be made to the document and re-circulated over e-mail.

**Board Elections:** In a written report to the board the Nominating Committee reported that candidates for president-elect and secretary have been recruited. A general discussion on the election process followed in order to set a date for the election. A tentative decision to hold the elections March 3-21 was set.

**Motion:** To hold the 2008 annual board election with an electronic mail ballot, with the exception of the few that need to be mailed. **Approved.**

**Chapter Support to Attend ALA:** A discussion was started on the amount of money the chapter can spend to support a representative to attend ALA. Marilyn presented historical data on the amount of money the board has provided in the past. The discussion focused on the need to have a presence at the meeting and balancing that with making sure the nominating committee is informing incoming members of the board of out of pocket expenses associated with being the president of the chapter. Other comments made included that the chapter should consider supporting the president over providing money to co-sponsor outside programs and that current members of the board should be grandfathered in on any future decision to support attendance at ALA. The discussion did not come to a conclusion and is encouraged to continue over e-mail.

**Next meeting:** March 10, 2008 at University of Connecticut, Storrs, CT.

**Meeting adjourned** at 12:20.

**Submitted by:** Mary Piorun

**Attachment A: Board Meeting Attendance****Meeting Date: January 10, 2008**

<b>Officers</b>		
President	Judy Pinnolis	
Vice President	Melissa Behney	
Past President		
Secretary	Mary Piorun	
Treasurer	Marilyn Steinberg	
Member-at-Large	Carole Myles	
Member-at-Large		
<b>Committees and SIGs</b>		
Constitution & Bylaws Comm.	Louise Buckley	
Membership Comm.	Kendra St. Aubin	
Communications Comm.	Val Harper	
Continuing Education Comm.		
Access Services	Gail Geisser	
Collection Development		
ITIG	Bob Scheier	
LOCI		
NELIG	Heidi McCann	
Preservation/Conservation		
Serials Librarians		
Women's Studies	Susan Raidy-Klein	
Nominating Comm.		

**Total Number of Voting Members: 12**

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	Janice Wilbur	