

NASIG Newsletter

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Executive Board Minutes

NASIG Board Conference Call March 8, 2013

Attending:

Executive Board:

Bob Boissy, President

Steve Shadle, Past-President

Joyce Tenney, Vice President/President-Elect

Shana McDanold, Secretary

Jennifer Arnold, Treasurer

Members at Large:

Chris Brady

Patrick Carr

Stephen Clark

Tim Hagan

Selden Lamoureux – absent

Allyson Zellner – out on maternity leave

Ex Officio:

Angela Dresselhaus

Boissy called the meeting to order at 3:05pm.

1.0 Site Visit for 2015 Conference

The Board reviewed the current site selection status for the 2015 conference.

2.0 2013 Conference Updates

The discussion began with a review of current conference report (dated 3/4/2013). Tenney provided a history to compare this year with previous years:

2009 = 99

2010 = 76

2011 = 54

2012 = 121

The Board was reminded to please advertise the conference at events/conferences. Please help get the word out. Suggestions include adding a reference to the conference in your email signature, posting on your Facebook page, posting in you Twitter feed, etc.

Shadle voiced concerns about the low pre-conference registration numbers. There needs to be more work selling the pre-conferences. It was noted that for future emails, put the marketing on top and details on bottom.

It was noted that we need to focus on advertising the vision speakers as well.

Tenney reported we are doing well regarding hotel reservations. Currently we are at 60% fill rate. We need 75% to meet our contingency (25% attrition). The hotel has released more rooms for Wednesday night. The Comfort Inn is our back up hotel.

ACTION ITEM: Confirm arrival/departure for hotel details, etc. for UKSG attendee Ross McIntyre (Boissy)

Arnold updated the Board with registration numbers as of the conference call. She reports the RDA preconference has 16 registrants, with 114 total registrations.

The Board was reminded that session sign-ups are used for room planning purposes only.

3.0 Action Items Update

The Board was issued a list of action items.

McDanold requests updates from Board members via email this weekend.

An updated version of the file for the NASIG Membership Brochure was sent for printing via Steve Kelley.

Arnold reports that ArcStone seems to be working fine. Any problems have been with the credit card issuer, not NASIG. Registrations are being submitted fine.

There are a few membership renewal issues. Members will be prompted to renew membership when they try to log in to register for the conference. It is a manual process to add them to the database so they can register for conference. Please refer people to membership@nasig.org with any questions. Arnold let the Board know the membership payment report is being run weekly during conference registration to reduce lag time for people trying to register for conference. Any email requests sent to membership@nasig.org are handled upon receipt.

4.0 ECC Website Revisions (Hagan)

Update on status

Hagan updated us on the website. For Conference promotion, they have moved things up near the top to highlight featured speakers, etc. on the right side of the homepage.

The feedback on mock-ups was mostly positive.

Hagan is asking for ArcStone to unlock homepage so ECC can manipulate it manually.

To cover costs of the website changes, ECC has previously had contingency funds, but did not budget for them this year. ECC has sent a list of changes for ArcStone to make, but have they have not yet made the changes. Arnold explains that ArcStone has had difficulty in the past giving us a quote.

ECC is working with ArcStone to make the noted changes to the website.

VOTE: Boissy made motion to approve ECC requesting ArcStone to make the proposed changes to the website. Clark seconded. All voted in favor.

5.0 Updates from Board Members

Carr has nothing waiting on Board action.

Shadle has nothing waiting on Board action. The FDC is putting together a proposal to give one time complementary ads for conference exhibitors. These will be spread out over several issues, and details are still to be determined. The N&E has opened the election. There are currently about a dozen sponsorships for the VendorExpo and Shadle is working on additional vendors/sponsors.

Tenney has nothing waiting on Board action

Brady reports that Steve Kelley of Membership Development is drafting a message to contact LIS programs for the 2014 conference student awards. He will put them in touch with Student Outreach. They are focusing on Ft. Worth 2014. There is no current activity for Bylaws.

Clark reports that one of the speakers for the May webinar has backed out and CEC is working on an alternative webinar.

Tenney and Clark asked about NASIG member access to past webinars. They proposed a six month embargo for

general NASIG members. Attendees have access as soon as the recording/slides are available. After 6 months general membership has access (behind website login firewall). They suggested considering making recordings/slides available for sale or generally available after period of time to the general public in future (similar to ALCTS webinars).

Dresselhaus is waiting on minutes (McDanold needs clarification on what falls under Board only).

6.0 April Conference Call

The next Board conference call is scheduled for Monday, April 22, 2013, from 2:00pm-4:00pm (note the longer length).

Any other longer term action items and strategy will be left to the April call.

Minutes submitted by:

Shana McDanold

Secretary, NASIG Executive Board