

NASIG Newsletter

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Executive Board Minutes

NASIG Board Conference Call Dec. 16, 2013

Attendees

Executive Board:

Joyce Tenney, President
Bob Boissy, Past-President
Steve Kelley, Vice President/President-Elect
Shana McDanold, Secretary
Jennifer Arnold, Treasurer
Beverly Geckle, incoming Treasurer

Members at Large:

Chris Brady
Clint Chamberlain
Tim Hagan
Selden Lamoureux
Peter Whiting

Ex Officio:

Angela Dresselhaus

Guests:

Michael Hanson and Janice Lindquist, CPC co-chairs
Kelli Getz and Anna Creech, PPC chair and vice chair
Anne McKee, Conference Coordinator

Regrets:

Sarah Sutton, Member at Large

The meeting was called to order at 1:03pm.

1.0 CPC Update (Hanson and Lindquist)

Hanson reported that the Billy Bob's reservation is confirmed for opening session. They opted for a buffet dinner and menu selection will happen after the first of the year and the holiday rush is over.

The First timer's reception will be held in the Texas Club room at Billy Bob's. There will be buses to get the first timer's to Billy Bob's early for the reception.

Hanson reported that the budget lines are still projections but on track. CPC has communicated menu requests to the hotel and are waiting for confirmation and final pricing. They have also sent RFPs to bus lines for pricing/service testimonials. A/V selection is in process and CPC has submitted RFPs to the hotel and two 3rd party A/V companies. They will work with the A/V vendor once selected to set up the streaming for the vision sessions.

2.0 PPC Update (Getz and Creech)

PPC received a lower than normal number of proposals this year. The Committee has selected its top 38 and submitted their proposed slate.

PPC had the following questions for the Board:

They are aware that PPC and Board members cannot submit proposals, but what about Conference Coordinator and Registrar? The Board confirmed that the Conference Coordinator and the Registrar are appointed positions and not Board members so there is

no conflict. Additionally, the newsletter editor is Ex Officio and thus non-voting member of the Board and so there is no conflict there either. Board sees non-conflict so sessions are acceptable.

Given the low number of proposals this year, can the slate include more than one presentation from the same person? The Board sees no issue with this.

Can CPC/PPC/Board members present at the Great Ideas Showcase, Snapshot, or Lively Lunches? The Board unanimously agreed that YES they can present.

The PPC presented their idea of Snapshot sessions, which would be short 5 to 7 minute presentations from any attendee. This provides a venue for presenting for funding from institution and there will be no compensation for Snapshot presenters.

The Board thinks this is a good idea depending on where it fits into the schedule. The PPC is proposing to hold them at the same time as Great Ideas Showcase (they would run in parallel) on Friday at 5pm.

Vendor Lightening Talks (vendors first come first served) are a separate even from the Snapshot session, and would be at a separate time slot. The PPC is looking at a Friday afternoon time slot with a possible second round on Saturday. The presentations will be the same 7 to 8 minute length.

Boissy reported that nine vendors have committed (just around \$17,000) so far.

The PPC also asked about vendor sponsored lunches during the lunch on your own days. These will not be listed in the program, but vendors are welcome to organize those on their own outside of the official program.

3.0 Site Selection Update (Tenney, Kelley)

Site selection reported on their recent trips to potential 2016 Conference locations.

4.0 Secretary Report- Minutes Update

Action Items Update

The changes and new Action Items are combined in a new document posted to the Board space called ActionItems2013December.docx, which replaces the ActionItems2013October.docx version. A summary of the changes follows.

Items listed as Deferred while Website/ArcStone Upgrade Continues have been marked as IN PROCESS.

REMOVED Items

ACTION ITEM: [Carr, Arnold, Shadle, and Ginanni] will work on providing mutual access to manuals for CPC, PPC, PPR, and the Past President - **REMOVE**

COMPLETED Items

ACTION ITEM: CPC 2014 will need to coordinate a possible job fair. (Tenney will notify CPC and PPC co-chairs when appointed.) **COMPLETE**

ACTION ITEM: Solicit feedback from the members of PubPR, CEC, and ECC and review the trial in February before Kelley begins committee appointments. **Want to continue on a permanent basis, but that PubPR exist with some identity going forward as a "subcommittee"; Publicist as part of ECC is a go with approval from Board; PubPR exist as a "subcommittee" within ECC – BOARD APPROVED**

ACTION ITEM: Once all 2014 Conference special events are decided, Treasurer and CPC will communicate on insurance needs for Ft. Worth. (Arnold) **COMPLETE – insurance purchased; will send certificates to CPC**

ACTION ITEM: Have CEC ask WebEx to see statistics of downloads of presentations to gage use beyond attendance during the webinars. **COMPLETE**

ACTION ITEM: CEC should review the NISO and ALCTS webinar schedules to avoid conflicts; and publish the

schedule for the year in advance. (Chamberlain)

COMPLETE

ACTION ITEM: Tenney will send dates for 2015 and 2016 conferences to ECC to post on website. **COMPLETE**

ACTION ITEM: Chamberlain will remind CEC that they can request for Board approval to pay speakers an honorarium. **COMPLETE**

ACTION ITEM: Review sponsorship page from 2013 conference; contact tier 1 and tier 2 sponsors with offer for newsletter ad as a thank you for support; coordinate with Dresselhaus on space/timing for newsletter (Sept. is highest circulation for Tier 1; May is second highest); Arnold can supply contact name. Treasurer will send list to FDC of tier 1 and tier 2 contacts at end of 2013 conference and offer newsletter advertisements as a thank you for support. (Whitting/Dresselhaus/Arnold) – **COMPLETE**

ACTION ITEM: Hagan will find out where the logos live in the new website for use by NASIG affiliated events and share it with the Board. **COMPLETE**

About → Logos on left hand menu

ACTION ITEM: Tenney will ask Sieck to send copies of all documents under discussion to the Board related to author rights. **COMPLETE**

ACTION ITEM: Kelley will appoint an anniversary committee by the January Board meeting. **COMPLETE – will email Board with committee member list**

ACTION ITEM: Tenney will let Sieck know that the vision sessions will be recorded and posted online; details to be determined closer to the Conference. **COMPLETE – T&F is OK with streaming the vision sessions; might be able to link from *Proceedings* articles to recordings**

ACTION ITEM: Tenney will ask Simser for a quote for the cost of a recruitment video for NASIG; if the estimated cost is under \$500 then explore and propose

options; if the estimated cost is over \$500 Tenney will report back to the Board. **COMPLETE**

IN PROCESS Items

ACTION ITEM: Hagan will ask ECC to explore where we could add advertisements into the NASIG website without ArcStone intervention, and pass that information to FDC. **IN PROCESS**

ACTION ITEM: McDanold and Whiting will follow up with the Archivist regarding the photo move from ArcStone to Flickr and the necessary edits to the webpage and Flickr page. Explore impact of recent (May 2013) changes to Flickr site (increased storage, new “groups” guidelines, etc.). Whiting will confirm the location of photos with the Photo Historian and notify ECC. **IN PROCESS**

ACTION ITEM: Ask ECC to investigate other listserv options (Hagan); ask ECC to contact BeeNet for new quote/offer. BeeNet currently has the domain name registration and hosts the main servers for the update. ECC will confirm with BeeNet exactly what NASIG has contracted with them and their costs. **IN PROCESS**

ACTION ITEM: Boissy suggests a sub-group to review the orphan documents from the ECC website reorganization. Tenney volunteered to review the documents and get an idea of the scope and scale of the documents to be reviewed and will propose a plan. **Need feedback from Board – large group so of legacy documents – have lists; cannot be accessed by Board unless they are linked; have Board review list of documents/folders to be extracted for review (website/archives/deletion); Board private space – documents must be moved one-by-one to new space (McDanold)**

ACTION ITEM: Whiting and McDanold will talk with ECC to ensure that the Photo Historian has the proper ArcStone authorizations to manage the photos on the website (including delete rights). **IN PROCESS**

ACTION ITEM: Pull together essays for award winners and post to archives; compile questions and keep in A&R space; McDanold, Lamoureux will work with A&R and Archives to coordinate submission. **IN PROCESS**

ACTION ITEM: Wait to make suggested changes to the Newsletter position descriptions; changes will take place during Newsletter training in June (Dresselhaus). **IN PROCESS**

ACTION ITEM: Encourage Membership Development to be more active; work more closely with Student Outreach and PubPR for proactive promotion; brainstorm some active campaign ideas. (Brady) **IN PROCESS**

ACTION ITEM: Clark will ask CEC to put out a call for volunteers to help set up webinars over the next year and to work with this year's PPC to get names and proposals. **IN PROCESS**

ACTION ITEM: Clark will ask CEC to work with PPC to identify content and use survey results to potential locations and organizers. **IN PROCESS**

ACTION ITEM: Conference Proceedings will review author contracts from T&F and make recommendations for clarity and possible changes; meet with T&F contact if needed. Meetings are scheduled for during the ALA Midwinter Meeting 2014 in Philadelphia, PA. (Tenney, Kelley, and Lamoureux) **IN PROCESS**

ACTION ITEM: Core Competencies Task Force will make a recommendation for a revision cycle and make a recommendation which committee would be responsible for the Core Competencies document moving forward. (Sutton) **IN PROCESS**

ACTION ITEM: MDC ask Registrar for list of webinar participants who are non-NASIG members for a targeted membership campaign. (Brady/Arnold) **IN PROCESS**

ACTION ITEM: FDC will evaluate costs and investigate streaming options for portions (such as Vision

sessions/all attendee sessions) of the 2014 Conference, including both NASIG run and outsourcing options in the review. (Whiting) **IN PROCESS**

ACTION ITEM: Ongoing: have PPC send list of presentation proposals that were not accepted but would be possible webinar topics to CEC. (Kelley/Chamberlain); updated per Board discussion with CEC - working with E&A **IN PROCESS**

ACTION ITEM: Lamoureux will ask proceedings editor to discuss with T&F to digitize the entire content as per PIE-J going forward. Check about retro-digitization. **IN PROCESS**

ACTION ITEM: Ask PPC E&A to compile a list of the most well received presentations that could be reworked as a webinar and send list to CEC. (Kelley/Chamberlain) Whiting will work to set up a routine process. **IN PROCESS**

ACTION ITEM: MDC and Student Outreach to work with three Texas library schools (and possibly Oklahoma) to specifically encourage attendance at the 2014 conference in Fort Worth (campaign starting in September 2013). Emphasize Great Ideas showcase. (Brady) Sutton will ensure that the Texas and Oklahoma library schools are included and ask Student Outreach to emphasize contact and public relations with the schools. **IN PROCESS**

ACTION ITEM: Chamberlain will direct CEC to investigate tech support options for webinars by Midwinter meeting. **IN PROCESS**

ACTION ITEM: Lamoureux will ask A&R will create an award for new resources professionals (similar to Horizon, but focus on core competencies and named something different) **IN PROCESS; Deferred until after 2014 Awards cycle**

ACTION ITEM: Lamoureux will ask A&R to review award language to ensure are consistent with core competencies (for awards other than Horizon - Horizon

must remain general) **IN PROCESS; Deferred until after 2014 Awards cycle**

ACTION ITEM: Lamoureux will ask A&R to draft possible ideas for a faculty award and/or capstone award. Boissy is available for conference calls to discuss, as is Sutton (for faculty perspective). **IN PROCESS; Deferred until after 2014 Awards cycle**

ACTION ITEM: Chamberlain will collect edit suggestions from the Board to NASIG's Wikipedia entry via email and return them to ECC. (Board) **IN PROCESS; Wikipedia entry deleted for "plagiarism" – ECC/Publications is in discussion with Wikipedia**

ACTION ITEM: Sutton/Chamberlain will take question of "how will we build on this" webinar to the SOC and CEC as well as move forward with plan for a web course. **IN PROCESS**

ACTION ITEM: Boissy will ask N&E to do another call for nominations. Coordinate with Char Simser to broadcast far and wide on NASIG publicity options. **IN PROCESS**

ACTION ITEM: Tenney, Lamoureux, Kelley and will discuss with T&F after getting Board comments on discussion of author documents. **IN PROCESS**

ACTION ITEM: Whiting will ask FDC to follow up and have a comprehensive update for the January Board meeting.

ACTION ITEM: Chamberlain will ask CEC to find out costs of paid GoogleGroups options and start a discussion with PPC (via Kelley) for a possible framework/structure of the Groups. Report of results and suggested framework due to the Board for the January Board meeting. **IN PROCESS**

ACTION ITEM: Chamberlain will ask Oberg to put together a possible proposal for how to support publishing ideas (crowd sourced or otherwise). One possibility is a wiki type publication. **IN PROCESS**

5.0 Update from Committees- CEC and Others had Some Outstanding Items

Hagan reported on the following Action Item:

- Solicit feedback from the members of PubPR, CEC, and ECC and review the trial in February before Kelley begins committee appointments.

The Committee(s) want to continue merge of the Publicist and ECC merger on a permanent basis, but would like the Publications Committee to exist with some identity as a group going forward such as a "subcommittee". They Committee agrees to have the Publicist permanently part of with approval from the Board.

VOTE: Lamoureux made a motion to approve the merge of the Publicist and ECC on a permanent basis and the subsuming of the Publications Committee into the Continuing Education Committee. Seconded by Brady. All voted in favor.

Hagan will speak with the ECC on the possibility of renaming the committee to include the PubPR component.

6.0 Items to Complete at the January 13th Conference Call before the January 23th Board Meeting

Jan. 13 call: Registration rates; CPC; PPC; N&NE update (Boissy)

Jan. 23 Board meeting – Boissy needs to leave early; no CPC/PPC/SiteSelection

7.0 Old and New Business

Kelley would like to start a Mission and Vision task group whose focus would be to update the NASIG mission statement and vision statement to make them less print-focused. The group would be comprised of both older/previous members and newer members, including some ex-presidents. We want to keep NASIG as brand, but have less focus on "serials" and more on the wider range of materials we work with.

Tenney noted that to change the name to NASIG from North American Serials Interest Group, we would need to go through the IRS for the legal name change.

It was suggested that the Mission and Vision task group also consider a "tag line" for marketing that could be put in email signatures or under the NASIG logo.

Arnold reported that NASIG's taxes were filed in November and we owe nothing. They did have some technical issues with file transfers to accountant. She would like to use our credit card points to get a small thank you for the assistant that patiently helped out as we resolved the technical issues. The Board unanimously agreed.

The meeting adjourned at 2:05pm.

Minutes submitted by:
Shana McDanold
Secretary, NASIG Executive Board