

NASIG Newsletter

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Executive Board Minutes

April 2014 Executive Board Meeting

Date: April 30, 2012

Place: Hilton Fort Worth

Attendees

Executive Board:

Jennifer Arnold

Bob Boissy

Chris Brady

Clint Chamberlain

Beverly Geckle

Tim Hagan

Steve Kelley

Selden Lamoureux

Sarah Sutton

Joyce Tenney

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*

Incoming Vice President/President Elect:

Carol Ann Borchert

Incoming Members-At-Large:

Eugenia Beh

Maria Collins

Wendy Robertson

Regrets:

Shana McDanold

1.0 Welcome (Tenney)

Tenney called the meeting to order at 8:30am CST. Introductions were made and ground rules for the meeting were discussed.

2.0 CPC (Hanson, Lindquist)

Hanson and Lindquist discussed the logistics for the conference and special event arrangements. They reported that there is Wi-Fi in all of the meeting rooms, as well as Wi-Fi in sleeping rooms as part of the NASIG conference hotel rate. They will post information on access for Wi-Fi at the Registration Desk. The board thanked CPC for all of their work.

3.0 PPC (Getz, Creech)

Getz and Creech reported on the process for speaker MOUs. They discussed the new programming features of the Vendor Lightning Talks and Snapshot Sessions. The logistics for these programs were reviewed. The board thanked PPC for all their work.

4.0 Sponsorship Vendor Update (Boissy)

Boissy reported that there are 21 vendors this year. Sponsorships totaled a little over \$24,000. We now have 10 Organizational Members and it was confirmed that \$1,000 of each Organizational Membership will be applied to the conference sponsorship totals. That will

bring our total for conference sponsorships up to \$35,000. Boissy was thanked for a great job in increasing Organizational Memberships and the conference sponsorship totals.

Boissy noted that for next year additional information for the Vendor Lightening Talks should be included in the solicitation information, as well as information on the benefits of non-commercial organizations becoming Organizational Members or sponsors.

ACTION ITEM: Tenney and Geckle will work on process for the 2015 conference.

5.0 Secretary's Report

5.1 Action Items Update

The Action Items Report submitted by MacDanold was discussed in detail and many items were completed. A revised Action Items Report will be compiled after the meeting.

ACTION ITEM: (All) A revised list of Action Items will be confirmed

5.2 Approval of Board Activity Report

The following NASIG Executive Board Action Items List was approved by the board.

NASIG Executive Board Actions
February 2014 – April 2014

3/17 The Executive Board approves the dedication of the 2014 NASIG Proceedings to the memory of Birdie MacLennan.

3/21 The Executive Board approves a donation on behalf of NASIG to the Birdie MacLennan Memorial Fund at the University of Vermont.

3/21 The Executive Board approves the creation of the NASIG Birdie MacLennan Award for the 2015 annual conference.

3/21 The Executive Board approves the migration fee for the back issues of the *NASIG Newsletter*.

4/13 The Executive Board approves the ECC recommendation to change the name of the Electronic Communications Committee to the Communications & Marketing Committee.

6.0 Treasurer's Report (Arnold/Geckle)

Arnold reported that NASIG is in solid financial standing. Account balances will be confirmed after all of the conference expenses and deposits have been completed, but we have over \$500,000.00 in our accounts at this point. Arnold reported that investments accounts are up from last year. NASIG Committees budgets are in good shape and the conference budget will most likely have a surplus. NASIG webinars have offered a strong positive influence on NASIG finances with a total income of \$4,075.00 from webinars for the fiscal year. Arnold and Geckle will work on transfer of duties over the duration of the conference and Geckle will assume the duties of the Treasurer at the close of the conference. Arnold was thanked for her great service to NASIG over the past years.

7.0 Committee Reports & Issues Including Newsletter Migration and Consent Agenda

Various issues from April NASIG Committee Annual

Reports were discussed with the following outcomes/Action Items.

Newsletter migration to Clemson University has hit some snags and will be in process for several weeks. Process is moving forward, just a little slower than expected.

ACTION ITEM: Newsletter will make the link to the older issues of the Newsletter more prominent.

A & R had several questions/suggestions on the Mexican Student Grant and the process attached to it. It was agreed that if a member will agree to spearhead

the process it will continue. Borchert and Kelley will approach a NASIG member to see if it will be possible. There was a detailed discussion on methods of making the process/award more valuable for all involved. It was agreed that if there was no one able to spearhead the award, it would be put on hold indefinitely. The idea of making webinars available internationally to library school students was generally favored.

ACTION ITEM: Borchert and Kelley will discuss with NASIG member the idea of spearheading the Mexican Student Grant process.

ACTION ITEM: Chamberlain and Beh will ask CEC and SOC to try a pilot of making webinars available to library school students internationally.

MDC had a variety of suggestions/questions. After discussion, the following information will be relayed back to MDC with thanks for their thoughtful discussions. Lifetime memberships will probably not appeal to entry level librarians, but the main focus for this category is more mid-career, so at this time we will keep the amount as proposed by FDC and see how it goes. The board encourages MDC to follow through on the suggestions to reach out to Library Directors and Deans and possibly Library HR Departments on the benefits of joining NASIG and provide testimonials on the benefits of a NASIG membership. Perhaps MDC would work with the 30th Anniversary Task Group on this part of the project. MDC is encouraged to work with SOC on the idea of providing information to library schools on the membership benefits of NASIG. Sutton will ask MDC for specifics of placement of information on membership benefits on the website. It was not clear what would improve the current placement of information on membership benefits. Finally, MDC proposed encouraging corporate or commercial members to promote NASIG on their social media pages. The board agrees this is a good idea, and if MDC has time to pursue this it would add visibility to NASIG. Sutton will remind MDC that if they need additional resources to pursue some of these ideas, to work with the Treasure to get money added to their committee budget. Thanks to MDC.

N & E submitted a report of actions during the year and some suggestions/comments on the process. The committee will be working on a formal manual. During the year it was determined that the committee documentation was just a set of emails with some descriptive information. Each standing committee for NASIG should have a formal committee manual. N & E will pursue this action during the coming year. N & E was encouraged to develop a firm timeline in May 2014 to allow for the announcement of the new board members at least 6 weeks before the 2015 conference. This will allow for transition information and travel arrangements to be made in a timely manner. Also, a review of the vetting process to determine if any proposed updates or clarifications are needed to assist the committee as it moves forward.

ACTION ITEM: Borchert will ask the committee to finalize their manual in the 2014/2015 year. Borchert will ask the committee to develop a timeline for the election process to allow for at least a 6 week period between the announcement of newly elected board members and the annual conference.

7.0 Student Rate for Conference (Brady/Sutton)

SOC is working on the proposal for a Student Rate for the annual conference. After this conference closes and they determine how the process went this year, they will offer a detailed proposal.

ACTION ITEM: Beh will encourage SOC to have their proposal ready by the fall board meeting.

8.0 Survey Updates

8.1 MDC- Survey for Members Not Attending Conference (Brady)

Brady reported that MDC had completed the survey and was in the process of compiling the results. There was an excellent response rate of 30%. The survey went to NASIG members not attending the Buffalo conference to see what issues impacted their decision not to attend. Preliminary results indicated many responses

on location and content, but several comments offered conflicting information.

8.2 SOC-Survey for Information School Attendees (Sutton)

Sutton reported this is still in process. Additional information will be sent as available.

9.0 Serialst Home (Tenney)

Tenney opened discussion on the proposal to move the Serialst listserv to NASIG. The moderators of the discussion group had sent a proposal to move Serialst to NASIG after the untimely death of Birdie MacLennan at University of Vermont. The board agreed that it was an excellent idea and a good fit for NASIG. Logistical issues were discussed.

ACTION ITEM: Borchert and Kelley will discuss next steps and transition issues with current Serialst moderators.

ACTION ITEM: Borchert will appoint a Serialst coordinator and a small number of additional members (1-2) to be a subgroup of CMC to manage the listserv.

ACTION ITEM: Borchert will ask the appointed Serialst coordinator to investigate what is needed technically and logistically to run the listserv and develop an action plan. The current beenet structure and the current set up at University of Vermont should be investigated.

10.0 Ideas for More Non-Library Based Member Engagement (Tenney)

Tenney asked for ideas on obtaining nominees for the board from the commercial/non-library based membership pool. There was difficulty this year in obtaining nominees to run for office. It was noted that if NASIG had some administrative staff to ease the burden of work on board members, it might be easier to get broader participation. It was also noted that we need to expand the pool of those in non-university/academic libraries to offer broader

representation. A suggestion was made to offer a more attractive one or two day conference rate for public librarians.

ACTION ITEM: Sutton will ask MDC to investigate ways to engage public librarians in the DC area.

11.0 Any Discussion Requests from Vision and Mission Task Force/SSP Joint Program (Kelly)

Kelley reported on the initial discussions of the 30th Anniversary Task Force. The board agreed to a budget of \$25,000 for special events for the 30th Anniversary Task Force during the conference. It was agreed that Friday evening would probably be the best day to have any special event, due to the scheduling of the joint meeting with SSP.

Kelley reported that the Vision and Mission Task Force has started discussions. The Task Force is composed of the following people: chair, Steve Oberg, members-Betsy Appleton, Rick Anderson, Patrick Carr, Lauren Corbett, Tina Feick, and October Ivins. Additional information will be forthcoming from this group.

Kelley reported on the SSP/NASIG joint program at the 2015 Annual NASIG Conference. There are a number of scheduling issues to be discussed. It is not clear if the joint program will be a full day or half day on Wednesday. There was a lengthy discussion of how the joint program and overall NASIG conference schedule could possibly look. Kelley will take suggestions back to the planning group. It was agreed that the hotel room block could be changed to incorporate more room nights on the Tuesday night and fewer on Saturday night.

ACTION ITEM: Tenney will contact the Hilton in DC to discuss the change in room block.

12.0 Any Transition Issues Including Review of Old Action Items for Transfer to New Board Members

Kelley noted that the Action Items updates were completed earlier in the meeting. There were questions

on board reimbursements and the guidelines were reviewed.

13.0 Old Business

Boissy reintroduced the discussion of having a paid administrative staff member for NASIG. In principle the idea was favorably received. Tenney will send the document from the Task Group that was charged with investigating this possibility several years ago. It was agreed that discussions on this issue would continue at future meetings.

14.0 New Business

No new business was proposed.

Tenney thanked the board for a productive year.

Lamoureux moved to adjourn the meeting at 4:00pm CST. Hagan seconded and the meeting was adjourned.

Respectfully submitted,
Joyce Tenney
Approved 5/15/14