

# NASIG Newsletter

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## Executive Board Minutes

### NASIG Board Conference Call May 1, 2015

#### Attendees

##### Executive Board:

Steve Kelley, President  
Carol Ann Borchert, Vice President/President-Elect  
Shana McDanold, Secretary  
Beverly Geckle, Treasurer

##### Members at Large:

Eugenia Beh  
Clint Chamberlain  
Maria Collins  
Wendy Robertson  
Sarah Sutton  
Peter Whiting

##### Ex Officio:

Kate Moore

##### Guests:

Anna Creech, incoming Vice President/President-Elect  
Michael Hanson, incoming Treasurer-elect  
Christian Burris, incoming Member-at-Large  
Laurie Kaplan, incoming Member-at-Large

##### Regrets:

Joyce Tenney, Past-President  
Kelli Getz, incoming Secretary  
Steve Oberg, incoming Member-at-Large

The meeting was called to order at 11:07am

#### 1.0 CPC Update (Tenney)

Tenney reported by email that all is well.

#### 2.0 PPC Update (Kelley and Creech)

Creech reported that all speaker MOUs are signed.

The PPC approved a last minute Great Ideas Showcase addition covering the 40<sup>th</sup> Anniversary of the ISSN.

Confirmation of A/V arrangements is in process. The contract and quote is currently under review.

#### 3.0 Joint NASIG-SSP Programming Update (Kelley)

The joint program will be included in the *NASIG Proceedings*. The speaker letters for SSP and NASIG will be merged for speaker signature for inclusion in the *NASIG Proceedings*.

SSP does audio recordings of all sessions rather than video. Kelley has requested that our recorders have access to the recordings for the *Proceedings* write-ups.

The Board discussed having a satellite registration desk at the SSP location, but it was determined to be too complicated to duplicate everything. Instead, the Board recommend rather having a "temporary registration" option only and refer people to the main desk at the Hilton for their full packet and official NASIG badge.

The dinner for the speakers and the SSP/NASIG planning group is scheduled for Tuesday.

Kelley will send a message to NASIG-L reminding folks that SSP is a more business casual conference (NASIG casual dress code vs. SSP dress code). The Mentoring Committee needs to make sure the message is distributed by the mentors to their mentees.

#### **4.0 30th Anniversary Task Force Update (Borchert)**

The TF is working on the final details, including the trivia contest, the dessert reception budget, where-are-they-now presentation, and organization history.

#### **5.0 Legal Name Change (Kelley)**

The State of New York has a form for legal name changes for organizations. Kelley has filled out a form for review by Tenney, Geckle, and Borchert. There is a \$30 filing fee to change the name.

Next step will be seeing what paperwork we need to submit to the IRS regarding our non-profit status.

#### **6.0 Tag Line for Name (Kelley)**

The Board voted and agreed to pilot the tag line: *Advancing and transforming the information resources community.*

The tag line will be announced at the Opening Session. Next steps include adding it to the membership brochure, posting it on the webpage, and sending a blast message to all members with the formal announcement after the conference.

The tag line will also be incorporated into the opening slides that cycle prior to the Vision Speakers.

#### **7.0 Business Meeting/Brainstorming at Annual Conference (Kelley)**

Bob Persing has volunteered to be Parliamentarian for the Business Meeting and facilitate the Brainstorming session.

The Board reviewed the topics to be covered during the Business meeting: where we are now, review of past few years and our current trajectory regarding name change/vision and mission statement changes and what it means (scope of organization); financial update (stability, including our contingency fund); responsibility and planning ahead for the organization; and the Code of Conduct and the importance of it (ensure members feel safe attending events/conferences).

The Board also discussed the Brainstorming Topic: discuss the Indiana legislation issue and impact of cancelling a conference (including contract and financial impact); discuss contingency ideas for handling moving or canceling a conference and under what circumstances we would do that; and discuss criteria for future sites. McKee and Tenney have agreed to provide details related to site selection as needed.

#### **8.0 Archives Issues (Kelley and Whiting)**

The 30<sup>th</sup> Anniversary Task Force has been having lots of issues getting access to the archives at the University of Illinois. Kelley proposes creating a task force to review the current archives set-up and possibly moving it to a new location to improve responsiveness/service/access. Any move would also include an expense. The task force will also need to review incorporating born digital materials or setting up online access to our digital materials. Currently the University of Illinois site can only accommodate paper archives, photographs, or materials on USB drives, and cannot accept physical objects. The task force should investigate whether another site would be able to accommodate physical objects and not just paper and photos.

## **9.0 New Business (All)**

The CEC has the video for the Ebook Freak-Out event. They need to edit the video into 2 chunks (before and after the lunch break) before posting it online. Chamberlain will talk to the CEC about getting the video edited and posted for members.

## **10.0 Old Business/Action Items Review (All)**

The Board will have a contract for review soon documenting the new arrangement with Taylor & Francis regarding the NASIG Proceedings.

Collins is working with Dresselhaus on the proposal for expanding the Proceedings Editors into a full Proceedings Committee. Dresselhaus is suggesting 3 additional positions (modeled after the Newsletter), and adding a stipend for 2 of the 3 new positions to attend the Conference, in addition to the existing stipends already in place for the co-chairs.

The Board has agreed to experiment with having a drawing for gift cards for recorders that submit their documents by the deadline. Geckle and Collins will discuss with proceedings editors the process for drawing and handing out the cards.

The Board will email McDanold updates to the Action Items.

Meeting was adjourned at noon.

Minutes submitted by:  
Shana McDanold  
Secretary, NASIG Executive Board

*Approved by the NASIG Executive Board October 7, 2015*