



Executive board Minutes

NASIG Board Meeting

June 8, 2016

Hotel Albuquerque, Albuquerque, NM

Attendees

Executive Board:

Carol Ann Borchert, President

Steve Kelley, Past-President

Anna Creech Vice President/President-Elect

Kelli Getz, Secretary

Beverly Geckle, Treasurer

Michael Hanson, Treasurer-Elect

Members at Large:

Eugenia Beh

Christian Burriss

Maria Collins

Laurie Kaplan

Steve Oberg

Wendy Robertson

Ex Officio:

Kate Moore

Guests:

Betsy Appleton (CPC Co-Chair, Incoming Member-at-Large)

Chris Bullock (Incoming Member-at-Large)

Angela Dresselhaus (Incoming Member-at-Large)

Mary Ann Jones (CPC Co-Chair)

Corrie Marsh (PPC Vice-Chair)

Adolfo Tarango (Incoming Member-at-Large)

Danielle Williams (PPC Chair)

1.0 Welcome (Borchert)

The meeting was called to order at 9:05 am.

2.0 CPC/PPC Report (Kelley, Creech, Appleton, Jones, Marsh, Williams)

CPC discussed the following:

- Approximately 320 attendees registered for the conference.
- CPC is under budget, and sponsorships are higher for 2016 than they were in 2015.
- One presenter was unable to fly, so she will be presenting via Skype.
- Bottles of water will be provided to attendees at the registration desk.

PPC discussed the following:

- Two sessions cancelled [E-preferred approval plan in a large academic library & Assessment and collection development implications], and one session needed to be moved to another day.
- Half of the PPC members were unable to attend the conference.
- Vision sessions will be streamed and also available on the NASIG conference website after the conference.
- Two of the workshops were filled to capacity [A beginner's guide to MarcEdit and Beyond the Editor: Advanced tools and techniques for working with library metadata].

The Board appreciates all of CPC and PPC's hard work in making the Albuquerque conference a success.

3.0 Secretary's Report (Getz)

3.1 Action Items Update

The Board went through the list of outstanding Action Items. New Action Items include:

ACTION ITEM: Dresselhaus will update the FAQ on the conference proceedings site to reflect NASIG's new agreement terms with Taylor & Francis.

ACTION ITEM: Oberg and Creech will work with PPC and CPC to identify a web liaison on each committee. The web liaisons will be in charge of updating the web presence for their respective committees. Additionally, this information needs to be added to both manuals.

3.2 Board Activity Report

VOTE: Kelley moved to approve the minutes from the conference call on 5/23. Burris seconded. The motion passed unanimously.

4.0 Treasurer's Report (Geckle)

- Organizational memberships have increased from 11 in 2015 to 17 in 2016.
- Active individual memberships (excluding student memberships) have increased from 517 in 2015 to 589 in 2016.
- There are 403 student members.
- NASIG now accepts American Express.
- The IRS now has our correct name and address.

4.1 Non-Profit Help--Insurance Review

4.2 Auditing

The company that does NASIG's taxes advised Geckle to do a review instead of an audit. The review is routine, cheaper, and easier. Audits are typically only done if required for a particular purpose.

The Board reviewed Geckle's budget to be presented at the Business Meeting.

5.0 Committee Updates (All)

5.1 Archivist/Archives Task Force: Updates

The Board reviewed the activities of the Archivist and the Archives Task Force. Peter Whiting was named as the Archivist-in-Training for the 2016/2017 year.

5.2 A&R: Flat Budget Reimbursement and Streamlining the Questionnaire

There was a discussion around setting a flat amount of money for travel for the award winners. If the winners would go over the amount, they could then submit the receipts for additional compensation.

There was also a discussion around streamlining the award questionnaire. A&R suggested collecting resumes/CV from award applicants. The Board agreed that this was fine as long as resumes/CVs are restricted to 2 pages.

VOTE: Creech moved to set a flat \$600 reimbursement for travel costs (including the \$75 stipend for meals) for award winners (excluding the Mexican Student Award winner) with the option of getting reimbursed for additional costs. Oberg seconded, and the motion passed with 11 votes in favor and 1 abstention.

ACTION ITEM: Bullock will notify A&R regarding the new flat \$600 reimbursement travel policy.

5.3 SOC: Sponsorships for Potential Student Snapshot Speakers

The Board decided not to pursue sponsorships for potential student snapshot speakers. However, SOC and PPC need to work together to organize the student snapshot speakers for the 2017 conference. There is also the potential that the student award winners would be offered a slot at the Snapshot Sessions in

addition to having the option to write up reports for the NASIG Newsletter.

ACTION ITEM: SOC will work with PPC to organize the student snapshot speakers for the 2017 conference (Oberg). A&R may need to be involved if student award winners are offered a slot at the Snapshot Sessions. Additionally, the Board agreed that it is important for SOC's outreach ambassadors to communicate well with library schools in the Indianapolis area for the 2017 conference. There was a recommendation for SOC to work with the Publicist to send out blast emails to library school students and outreach ambassadors prior to the conference to publicize the student awards, the snapshot sessions, and any additional information of interest to student members. The Board also agreed that outreach ambassadors need to be copied in on any email sent to student members.

ACTION ITEM Oberg will work to coordinate SOC and the Publicist to send out information of interest to student members and outreach ambassadors prior to the 2017 conference.

ACTION ITEM SOC will review the list of outreach ambassadors to verify that the list is current, identify those schools for which there is no outreach ambassador, and include any Canadian schools that may not be on the list. Additionally, SOC will include the list of outreach ambassadors on the NASIG website. (Oberg)

5.4 Site Selection: Site Rotation Discussion

There was a discussion of rotating sites. Benefits to rotating sites include the ability to create manuals for CPC on running the conference and better deals to be had if we return to a site. More will be discussed at the Business Meeting.

5.5 New Committee/Position Updates

5.5.1 Strategic Planning Implementation Task Force

A Strategic Planning Implementation Task Force has been assigned.

5.5.2 Digital Preservation Task Force

A Digital Preservation Task Force has been assigned.

5.5.3 Fundraising Coordinator

The Board discussed the status of the Fundraising Coordinator position.

- A&R: The Board clarified that it is acceptable to have more than one student award winner per year. A&R can determine the number of award winners based on their annual budget. If A&R chooses to offer more awards than their current budget allows, they can contact the Board to request more money.
- Bylaws: The vote to approve the changes to the bylaws passed with only 2 votes against the changes.
- CMC: The Board recognizes the large amount of work done by this committee during 2015/2016.
- *Conference Proceedings* Editors: Dresselhaus reviewed the MOUs. There is need to change the language so that authors can choose to write their own papers. Also, the Proceedings Editors set the due date for the papers, and this needs to be updated in the MOU each year.

ACTION ITEM: Dresselhaus will send the changes to the MOU to PPC.

- CEC: Nothing to report.
- D&D: Nothing to report.

- E&A: Nothing to report.
- FPTF: Nothing to report.
- MDC: Nothing to report.
- Mentoring: Nothing to report.
- *Newsletter*: The Newsletter will be writing up profiles of long-time NASIG members.
- N&E: Nothing to report.
- SCCCTF: The timeline for their report was sent to the Board. The Board approved of the timeline.

6.0 NISO Representative/Project COUNTER Discussion (Borchert)

The Board discussed the need to appoint a NASIG representative for NISO. Currently, the NASIG President and the Vice-President/President-Elect serve as NASIG's representatives to NISO. All agreed that the NASIG representative should not be an elected person because the representative would need to be both interested in the position and knowledgeable about the NISO standards.

The Board decided to create a Standards Committee. The NASIG NISO representative would serve on the Standards Committee and would both interpret the ISO standards and vote on NASIG's behalf. The Standards Committee would be constructed of 5 individuals with terms ranging from 1-5 years, and the Standards Committee can select a chair and decide which person will serve as the official NASIG NISO representative.

ACTION ITEM Oberg will appoint a Standards Committee.

NISO did recommend that NASIG send out a summary of the standard to the NASIG listserv, not the entire standard.

The Board discussed becoming an organizational member of COUNTER because COUNTER supports the work of e-resources and serials librarians. Becoming an organizational member of COUNTER would also give NASIG the ability to vote at general meetings and provide guides and trainings for NASIG members. The Standards Committee would be body that would be in charge of voting on NASIG's behalf, and members of the committee could possibly serve on one of COUNTER's working groups.

VOTE: Oberg moved for NASIG to become an organizational member of COUNTER for \$469. The motion was seconded by Robertson, and it passed unanimously.

7.0 2017 Conference Streaming (All)

The Board discussed the streaming options for the 2017 conference. Currently, only the vision speaker speeches are being streamed. The goal is to eventually stream 100% of the conference, although incremental steps will likely be taken each year in order to get to 100%. Additionally, recorded copies of the conference sessions were discussed. CPC's budget for A/V costs will likely need to be increased.

8.0 Conference Coordinator Overlap (All)

Anne McKee continues to serve as Conference Coordinator, and she has agreed to serve as Conference Coordinator for the 2017 conference. There were some concerns about succession planning when McKee steps down, and the possibility of a Conference Coordinator-in-Training was discussed. The Board would like to make note of the hard work and time spent by McKee in making the NASIG conference a success.

9.0 Parking Lot Issues (All)

The Board discussed the continuation of the free student memberships. All agreed that this program has been successful in getting more students to join. Over four hundred students signed up for the free student memberships for the 2016 year.

ACTION ITEM: Hanson will work with D&D to update the membership renewal message to include information specifically regarding the student memberships.

VOTE: Oberg moved to continue the free student memberships in perpetuity. Creech seconded, and the motion passed unanimously.

ACTION ITEM: Kaplan will notify MDC to let them know that the free student memberships will continue in perpetuity.

ACTION ITEM: Oberg will notify SOC to let them know that the free student memberships will continue in perpetuity.

There was also a discussion about using Skype during the committee meetings so that committee members unable to travel to the conference could meet. The Board agreed that this can continue on an ad hoc basis and does not need to be standardized.

The Board did agree that committee members on CPC and Mentoring do need to make a great effort to attend the conference. This should be communicated to committee members when they are offered positions on these committees.

10.0 Adjourn (Borchert)

The meeting was adjourned at 5:20 pm.

Minutes submitted by:

Kelli Getz
Secretary, NASIG Executive Board