



Executive Board Minutes

NASIG Board Meeting

October 11, 2016

Westin Indianapolis, Indianapolis, IN

Attendees

Executive Board:

Betsy Appleton, Carol Ann Borchert, Chris Bulock, Christian Burris, Anna Creech, Angela Dresselhaus, Kelli Getz, Michael Hanson, Laurie Kaplan, Steve Oberg, Adolfo Tarango, Kate Moore (Ex Officio)

Guests:

Violeta Ilik (PPC Vice-Chair), Steve Kelley (PPC Chair), Anne McKee (Conference Coordinator), Sue Wiegand (CPC Co-Chair), Danielle Williams (CPC Co-Chair)

1. Welcome (Creech)

The meeting was called to order at 9:03 am.

2. CPC/PPC Report (Ilik, Kelley, McKee, Wiegand, Williams)

PPC has all three vision speakers lined up, and they are working on organizing preconferences. Additionally, the Call for Proposals is currently open.

PPC is also working with SOC on creating a Student Snapshot Session. They are in the process of developing a better name for the session so that attendees can easily distinguish the Student Snapshot Session from the regular Snapshot Session. SOC has been reaching

out to student ambassadors to plant the seed for the fall semester.

The only feedback from the Board to PPC on the first draft of the schedule is to increase the morning breaks from 15 minutes to 30 minutes.

CPC is currently investigating off-site event venues, and they are working on the creation of the 2017 conference logo. CPC is also looking into getting tickets for a baseball game.

3. Secretary's Report (Getz)

3.1 Action Items Update

The Board reviewed the outstanding action items list.

New Action Items include:

ACTION ITEM: Bulock will work with A&R to put on their annual check-list to send essays to the Archivist each year.

ACTION ITEM: Bulock will get a list from A&R of each award and if they require an interview or an essay for the Newsletter. This information will be shared with Moore.

ACTION ITEM: Getz will check with the Archivist to see if there should be another long-term image storage option since Flickr has an uncertain future.

ACTION ITEM: CMC needs to look into alternative social image sharing sites (Bulock).

ACTION ITEM: Bulock will investigate AMO to see if there is a way to get longitudinal numbers for Hanson's Treasurer's reports.

ACTION ITEM: Hanson will pull together items for easy-to-use numbers such as the number of NASIG members, number of conference attendees, number of conference sponsors, etc.

ACTION ITEM: CEC will look into the possibility of holding a regional workshop. They should reach out to regional consortia such as WRLC, PTTL, and other areas where there is a high concentration of libraries (Appleton).

ACTION ITEM: PPC, CPC, and A&R should have a designated publicity member role on their committees. Bulock, Creech, and Oberg will let their respective committees know.

ACTION ITEM: PPC needs to have a separate announcement later in the year regarding a call for user groups (Oberg).

ACTION ITEM: The Bylaws Committee will bring the new language for the Standards Committee to the Board and the membership for a vote. (Dresselhaus)

ACTION ITEM: Moore will send out a call in the next Newsletter issue for open positions on the Newsletter staff.

3.2 Board Activity Report

The annual report from CPC is missing, as well as the Fall Board Report from FPTF.

VOTE: Oberg moved to approve the minutes from the 9/27 conference call. Burris seconded. The minutes were approved unanimously.

4. Treasurer's Report (Hanson)

4.1 2016 Conference Financials

4.2 Year to Date Report

Hanson is currently figuring out an appropriate level of operating expenses to leave in resources. Hanson will put together some reports to show the Board. Additionally, he'll discuss this topic during the Treasurer's Report at the conference, and he'll try to put something together to be published in the Newsletter.

ACTION ITEM: Hanson will put together some information regarding NASIG's operating expenses to be published in an upcoming issue of the NASIG Newsletter.

5. Committee Updates (All)

- Archives: Nothing to report.
- Awards & Recognition: A&R requested Board approval to make changes to the website and to send out announcements regarding the new flat travel fee information. A&R also requested clarification from the Board on the appropriate number of student award winners and first timer award winners. The Board decided upon 4 or 5 student awards and 4 or 5 first timer awards. The Board stressed the need to send out the call for award nominations frequently and on multiple listservs, especially since the Indianapolis conference will be in close proximity to several library schools.
- Bylaws: Bylaws will soon send out a vote to the membership regarding changes to the bylaws to include the new Standards Committee. Also, there is a vacancy on the Bylaws Committee and it needs to appoint a new vice-chair.

ACTION ITEM: Bylaws will appoint a new vice-chair to fill the recently vacated position and inform Oberg of this choice (Dresselhaus).

- Communications & Marketing: NASIG's SlideShare account is seeing high usage. There have been over 27,000 views from April until mid-October. Presentations with the highest number of views could help CEC identify topics for webinars.

ACTION ITEM: CMC should send along the list of presentations on the SlideShare account with the highest usage to CEC as potential webinar topics (Bullock).

There was no speaker resources page for the 2016 conference telling speakers where to send their presentation slides. Many 2016 presentations were not uploaded to SlideShare. CMC and PPC need to work together to create a speaker resources page for 2017 to try to get more presentations into the SlideShare account.

ACTION ITEM: CMC and PPC need to work together to create a speaker resources page for the 2017 conference. There needs to be a reminder on the page for speakers to upload their slides into SlideShare (Bullock and Oberg).

ACTION ITEM: PPC needs to convey to the speakers the importance of uploading presentation slides into SlideShare during their communication with all speakers, including concurrent session speakers and vision speakers (Oberg).

CMC also brought up the issue of handling vision speaker recordings. Bullock suggested creating a Dropbox account for the vision speaker recordings. There was then a discussion about finding an appropriate repository space for the vision speaker recordings.

ACTION ITEM: Hanson will pay for a Dropbox account of a terabyte so that NASIG committees such as PPC, CMC,

and the Archivist will be able to transfer files such as the vision speaker recordings.

ACTION ITEM: CMC will create a Dropbox account. The purpose of the Dropbox account is to house the vision speaker recordings for the archivist until a repository has been established. (Bullock)

ACTION ITEM: The Archivist will need to find a repository space that will allow for uploading of recordings such as the vision speaker recordings (Getz).

There was a discussion around investigating ways to create human readable URLs from the NASIG website to allow for better sharing of URLs.

ACTION ITEM: CMC will investigate a NASIG-branded URL for the website (Bullock).

- Continuing Education: CEC raised a question about honorariums for webinar speakers. General consensus from the Board is that webinar speakers are eligible for the discounted speaker rate at the conference like concurrent session speakers.

VOTE: Bullock made a motion for webinar speakers to receive the same discounted speaker rate as the concurrent session speakers when registering for the annual conference. The motion was seconded by Oberg. The motion passed unanimously.

ACTION ITEM: Appleton will let CEC know that they need to record the names of webinar speakers throughout the year to pass along to the Registrar and Treasurer when registration opens each year. CEC will need to update their committee manual with this information, and they need to include this information in their correspondence when soliciting webinar speakers.

- Database & Directory: Nothing to report.

- Evaluation & Assessment: E&A distributed the committee self-evaluations and is waiting for the evaluations to be returned.
- Membership Development: Renewal letters are going out regularly. There will be a brief survey for new members (excluding new student members) asking them why they joined NASIG and what they hope to get out of their membership.

ACTION ITEM: D&D will get the contact information from new members who have joined in the past year, excluding new student members. They will pass the contact information along to MDC (Hanson).

ACTION ITEM: MDC will run the survey questions for new members by the Board for feedback before they send out the survey (Kaplan).

A non-profit organization in Africa expressed interest in becoming an organizational member of NASIG. The current NASIG organizational membership is geared towards for-profit entities. The Board is interested in creating an organizational membership tier for non-profits.

ACTION ITEM: MDC needs to develop a proposal for Board feedback regarding non-profit organizational memberships. The Board suggests that a non-profit organizational membership include memberships for 3 individuals, and the organization can select which 3 people will get the benefits each year (Kaplan).

- Nominations & Elections: The second call for nominations went out.
- Mentoring: Worked with SOC on student mentoring proposal, see SOC below.
- Proceedings: Nothing to report.
- Standards: There will be a couple of NISO ballots coming up for a vote soon. To keep track of the ballots, the Standards Committee has set up a

shared Google Drive site. Geckle plans to write up a brief summary of each item up for a vote, write up the committee's decision, present the decision to the Board, and vote. The Board also recommends that the items up for a vote are summarized and distributed to the membership for feedback.

There was some discussion on the appropriate voting process for Project COUNTER.

ACTION ITEM: Hanson will get more clarification from COUNTER regarding what our membership entails on the topic of voting.

- Student Outreach: SOC is working on a student mentoring program with Mentoring. They are also working on developing a student snapshot session with A&R and PPC.

Additionally, they are creating a more structured approach to communicate with library school ambassadors. The Board recommends that SOC come up with a schedule of regular communications (e.g. quarterly) with library school ambassadors. They need to coordinate with A&R because some communication is already occurring between A&R and library schools.

ACTION ITEM: A&R and SOC need to coordinate so that the committees do not duplication communications to library schools (Oberg & Bullock)

The Board reviewed the NASIG student mentoring pilot program proposal. Overall, the Board liked the proposal, and there were only a few areas where clarification was needed. Important points include:

- Advertising the program should be done by the Publicist to avoid duplication and to make sure that certain listservs are targeted.
- The name needs to be changed to clearly distinguish the student mentoring program from the conference mentoring program.
- SOC will likely need to create a mentoring subcommittee to work with Mentoring.

- The number of mentees needs to be capped, although the Board would like to see how many applications are received.
- Archives Task Force: Nothing to report.
- Digital Preservation Task Force: Nothing to report.
- Financial Planning: FPTF has gathered a lot of historical financial information, but they were not sure of their goals and endpoints. The Board suggested that instead of answering the questions, FPTF should bring up those points and answers in their report. It was pointed out that the strategic plan could help to answer some of the questions raised by FPTF. The Board requested a report from FPTF by the 2017 conference.
- Scholarly Communication Core Competencies: Nothing to report.
- Strategic Plan Implementation: SPITF came up with five strategic directions. The Board made a few minor suggestions.

6. Discussion of the Scholarly Communications Core Competencies Draft (All)

Overall Board feedback on the SCCC draft was positive. The Board recommends releasing the draft and getting membership feedback.

ACTION ITEM: SCCC will send their draft to the Publicist for distribution and feedback from the membership (Appleton).

7. Parking Lot Issues (All)

There were no parking lot issues.

8. Adjourn (Creech)

The meeting was adjourned at 4:46 pm.

Minutes submitted by:

Kelli Getz, Secretary
NASIG Executive Board