



Executive Board Minutes

NASIG Winter Board Meeting Minutes February 1, 2018

Executive Board:

Betsy Appleton, Chris Bullock, Anna Creech, Karen Davidson, Angela Dresselhaus, Kelli Getz, Michael Hanson, Maria Hatfield, Jessica Ireland, Steve Oberg, Adolfo Tarango, Ted Westervelt, Eugenia Beh (Ex Officio), Kate Moore (Ex Officio)

Guests:

Maria Collins (PPC Vice-Chair), Violeta Ilik (PPC Chair), Marsha Seamans (CPC Co-Chair), Tom Osina (Non-Profit Help)

Welcome (Oberg)

The meeting was called to order at 10:05am Central.

CPC/PPC Report (Collins, Ilik, McKee, Perlmutter, Seamans)

PPC is working on collecting speaker MOUs now that the program slate is set. There was some concern about a word limit for proposal abstracts.

ACTION ITEM: PPC needs to update their manual to include a word count for proposals next year (Dresselhaus).

Calls for the Great Ideas Showcase and the Snapshot Sessions are underway. SOC is in charge of putting out the call for Student Snapshot Sessions.

ACTION ITEM: Tarango will follow up with SOC to make sure that they are scheduled to put out a call for Student Snapshot Sessions.

ACTION ITEM: Davidson will follow-up with E&A regarding feedback from the Student Snapshot Sessions last year. She will make sure that any feedback from last year is passed along to SOC for planning purposes this year.

The Vendor Lightning Talk plans are underway. Tier 1 sponsors are given speaking priority, and Tier 2 sponsors will be asked for speakers if there's room.

ACTION ITEM: Perlmutter/Creech will let Collins know which vendors to contact to organize the Vendor Lightning Talks by the end of February.

The Opening Reception will be held at the Grand Hyatt Atlanta. CPC has organized an opening reception speaker.

CPC is also working on pinning down room assignments and selecting an audio/visual provider. Room assignments will be finalized in May.

Sponsorship Update (Creech)

There are seven sponsors so far. However, Perlmutter has been in contact with over 90 potential sponsors and is waiting to hear back from many of them.

Streaming and A/V Update (Oberg)

Tom Osina from Non-Profit Help joined the call to summarize details around the audio/visual contract so that it can be finalized soon. Action AV is the preferred vendor. They provided audio/visual services for NASIG at the Albuquerque conference. They provide a self-contained wireless access system and a sound system. One issue with Action AV is that there is the potential for incurring charges from the hotel for using an outside audio/visual provider.

ACTION ITEM: Osina will check into the difference between casualty insurance and general liability insurance.

ACTION ITEM: Osina will look into the hotel cancellation clause to see if NASIG is able to agree to it.

There will be expanded recordings available after the conference. Conference attendees will have access to a recording of the vision speakers and five concurrent sessions after the conference. The vision speakers will later be added to NASIG's YouTube channel.

The Board discussed pricing the recordings for non-attendees to purchase. The price agreed upon is: \$49 for students, \$149 for individuals, and \$249 for groups. These will be available for one year from the date of the conference, after which they will be made available to all for free.

VOTE: Tarango moved to price the conference recordings at \$49 for students, \$149 for individuals, and \$249 for groups. Dresselhaus seconded. All voted in favor, and the motion passed.

Committee Reports (All)

- Awards & Recognition: There was a discussion about the Mexican Student Award and how the reimbursement policy for that award differs from other awards.

ACTION ITEM: Dresselhaus will find a replacement for Joe Hinger due to his upcoming retirement. Joe Hinger is the currently liaison to the Mexican Student Award winners.

Also, A&R needs to make it clear that nearly every award includes a free membership. This needs to be clear in the award letters and on the website.

ACTION ITEM: A&R needs to review the award letters and the website to make sure that they include information regarding free memberships. (Westervelt)

ACTION ITEM: A&R should review award applications and questions to update the language to include electronic resources and scholarly communications. (Westervelt)

- Bylaws: Voting on the current set of changes will end on February 7th. It is likely that language will have to be reviewed again to include changes to non-profit membership.
- Communications: CC is looking into an option to manually handle all bounced emails.

An American Express billing option has been added to the website, as well as a donation button.

- Continuing Education: The joint NASIG/NC Serials webinar will be February 28th from 2-3 pm eastern.
- Evaluation & Assessment: E&A is working on selecting a vice-chair.
- Membership Services: There has been a drop in student membership as students graduate and are no longer eligible for free student memberships.

ACTION ITEM: Beh will promote the NASIG free student membership.

ACTION ITEM: Tarango will ask SOC to follow up with library school liaisons to ask them to promote NASIG and the free student memberships.

There was also a discussion around merging SOC and Mentoring since many of their duties overlap.

- Newsletter: Lori Duggan has been selected as the incoming Editor-in-Chief.

There was a discussion of the Newsletter Editor attending the Fall Board Meeting virtually as opposed to in-person. The Board agreed that this would be ok.

The March issue will be published soon. The newsletter will be published when the full issue is available instead of articles being published as they are finished.

- Nominations & Elections: The slate will be finalized soon.

The Board would like N&E to draft diversity language that could be added to their manual.

ACTION ITEM: N&E will draft some best practices and/or wording to be added to their manual. (Appleton)

- Proceedings: There are only two papers outstanding.
- Student Outreach: SOC would like to rename the Student Snapshot Sessions to Student Spotlight Sessions.

There was some clarification needed as to whether the presenters are supposed to speak for 5 or 10

minutes. The Board felt that 10 minutes would allow for a more thorough presentation.

SOC also felt that there is overlap between their committee and mentoring.

ACTION ITEM: SOC and Mentoring will provide the board feedback regarding a potential SOC/Mentoring merger. (Tarango)

- Digital Preservation Task Force: DPTF needs a publisher or vendor on their panel. They are working to find someone willing to present from a publisher or vendor perspective.
- Web-Based Infrastructure Implementation Task Force: The group has formed and is going over methodology and looking at vendors.

Adjourn (Oberg)

The meeting was adjourned at 2:00pm Central.

Minutes submitted by:

Kelli Getz

Secretary, NASIG Executive Board