



NASIG NEWSLETTER

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Executive Board Meetings

NASIG Board Meeting

September 12, 2018

Omni William Penn Hotel, Pittsburgh,
Pennsylvania

Executive Board:

Angela Dresselhaus, President
Kristen Wilson, Vice President/President-Elect
Beth Ashmore, Secretary
Jessica Ireland, Treasurer
Steve Oberg, Past President

Members at Large:

Karen Davidson (via Zoom)
Maria Hatfield (via Zoom)
Lisa Martincik
Marsha Seamans
Steve Shadle
Ted Westervelt

Eugenia Beh, Ex Officio
Lori Duggan, Ex Officio

Guests:

Maria Collins, PPC Chair (via Zoom)
Anna Creech (Conference Coordinator)
Wendy Robertson, PPC Vice-Chair (via Zoom)
Pat Roncevich (CPC Co-Chair)

Welcome (Dresselhaus)

The meeting was called to order at 9:00 am.

Code of conduct violation procedures (Dresselhaus)

The code of conduct was included in all conference packets, but it would be useful to ensure that it is clear to attendees that they can report incidents to CPC or board members in-person, through email, and through text. It is also important that those reports get communicated to all board members via email and text because email alone is sometimes hard to keep up with during the conference. The Board and CPC need to review documentation about handling medical, ADA, and weather emergencies as well. Using a group text for any situation may be the best way to get information to everyone quickly at the event.

ACTION ITEM: Beth Ashmore will set up a board group text for issues that occur during the conference.

ACTION ITEM: WBIITF and/or communications committee will make the code of conduct easier to find on the new website.

ACTION ITEM: The communications committee will update the code of conduct to include harassment in person and online and add "Serious *and/or* persistent violations may result..." to the code of conduct.

ACTION ITEM: The communications committee will change the code of conduct phone number to Angela Dresselhaus' cell number until an alternative report phone number is created.

ACTION ITEM: Beth Ashmore will investigate getting Google voice number attached to the Google Board email address and communicate to the communications

committee when it is ready to be updated on the website.

ACTION ITEM: Beth Ashmore will pull together examples of other conferences processes for taking incident reports, so the Board can create a NASIG document for CPC and Board members about how to take an incident report and what to do after a report is taken.

Treasurer's report (Ireland)

A financial report has been submitted for the September issue of the newsletter. After a dip in February and March, investments are nearly back to January level. Jessica Ireland moved \$10,000 from savings to checking and will have to move more from investments to checking shortly. Jessica Ireland will be working with our banker to see how long it will take to move money from investments once we know what costs we will have to cover upfront in the CPC budget. The Atlanta hotel bill and ActionAV bills were paid. All board members have their NASIG credit cards.

IFLA and NASIG (Westervelt)

Ted Westervelt proposed that NASIG become an IFLA member. IFLA's standing committee on scholarly communication represents a potential partner for NASIG and being an IFLA member may provide a higher profile for NASIG to international members and conference attendees, particularly in Canada and Mexico. In addition to connections to the scholarly communication standing committee there may also be shared efforts with our digital preservation task force and standards committee. Each IFLA section has a standing committee of up to 20 people and if there are more nominations than spots, there is an election, but if the nominations are equal or less than the number of spots than nominees are automatically committee members. The ability for NASIG to nominate individuals to IFLA committees might also be an enticement for individuals to become NASIG members to get involved in IFLA as well. NASIG could become a member of IFLA \$687.00/year.

VOTE: Steve Oberg moved to that NASIG become an IFLA member. Lisa Martincik seconded. 10 votes yes and 1 abstention. Motion passed.

ACTION ITEM: Ted Westervelt will send information to Jessica Ireland to begin the membership application process and information to the Board to select committees to which NASIG would like to nominate members.

HARRASSOWITZ minority travel scholarship (Westervelt)

Ted Westervelt talked with Jen Leffler, Awards & Recognition Committee Chair, Del Williams, Diversity Committee Chair, and Justin Clarke, HARRASSOWITZ Director of Sales about the HARRASSOWITZ minority scholarship. One question they all want to know is if this will be a single scholarship or if there will be multiple scholarships, one of which will be sponsored by HARRASSOWITZ. The board discussed letting HARRASSOWITZ brand this scholarship as their own but including a diversity consideration to other scholarships like the student and first-timers awards. Existing travel awards are \$600 per person and there are two tiers of award sponsorship \$2,500 and \$3,500. We want to make sure winners get enough to pay for most of their conference costs. Awards & Recognition is in the process of updating their applications, so it would make sense to include a diversity question as part of the new applications. The Board had questions about how we are defining diversity. The Code4Lib scholarship program includes a diversity consideration that we may be able to model ours after with changes that reflect the NASIG community.

ACTION ITEM: Diversity and Awards & Recognition should move ahead on the HARRASSOWITZ diversity travel scholarship as well as add diversity parameters to other award applications and processes.

Committee goals & updates (All)

- Awards & Recognition: Committee is working on award descriptions and google forms to make it easier to manage and submit applications. They are also working with the diversity committee on the HARRASSOWITZ diversity travel award. Applications for the Merriman award close November 5th and the rest of awards applications close on December 3rd. The committee is also reviewing the timelines of other awards to see if adjustments to the timelines are necessary to make travel arrangements easier for winners. The committee is also identifying an artisan in Pittsburgh to create the gift for outgoing chairs and board members. The committee has also reached out to Melanie Schlosser with the Library Publishing Coalition (LPC) to see if we could start a cross pollinator scholarship with LPC allowing members to attend both NASIG and the LPC Forum.
- Digital Preservation Task Force: The committee's survey is going live at the end of the month. Heather Staines, Shannon Keller, and Bob Boissy will be presenting at Charleston in November to discuss the task force's work. They also presented at the LPC Forum last year and put in a proposal for UKSG that was not accepted. There should be a slot for them to present survey results and task force progress at NASIG 2019.
- Nominations & Elections: The committee has already provided the board with the election calendar for this year. They are also working with the diversity committee to diversify the slate, including looking at candidates from a variety of memberships types. The committee is also revising their manual and looking for ways to better manage candidate documents.
- Communications: Steve Oberg received the SERIALST subscriber and post numbers and passed them along to Galadriel Chilton at The Ivy Plus Libraries partnership. She is going to share this information with her task force. The committee was

looking to update their wiki manual, but with the new website on the horizon, Steve Oberg suggested they wait. The committee's goals for the near future include assisting the CPC with adding the 2019 conference logo and Pittsburgh photos to the website. Committee co-chairs are also working on spreading the committee's task more evenly across committee members with less work that is done exclusively by co-chairs.

- Membership Services: The committee is working on the processes to include three individual memberships with the organizational membership. They are also gathering membership statistics and documenting this process for the future committees to follow. When the website moves to a new system, they will also need to create new workflows and instructions to reflect the system.
- Mentoring & Student Outreach: Both groups have conference events that they are planning. Student outreach is doing a conversations starter each month. The major work for both groups is combining and drafting documentation to go with the new joined committee which they hope to have done by January.
- Diversity: The committee is just getting up and running and ensuring which address is for committee communications (diversity@internal.nasig.org) and which address is for external communication directed to the committee (diversity@nasig.org). The committee is also working with A&R on the HARRASSOWITZ diversity travel award.
- Continuing Education: The committee is reviewing the core competencies for electronic resource librarians and print serials management as well as updating the NASIG Wikipedia entry. They are also looking into closed captioning the NASIG webinars on YouTube. The committee is using the conference evaluations to determine potential webinar topics.

- **Web-Based Infrastructure Implementation Task Force:** Lisa Martincik is checking with Paoshan Yue to see if the task force needs more input from the board to continue with the website transition.
- **Proceedings:** Editors would like to avoid the confusion between proceedings recorders (full papers) and newsletter reporters (small write-ups) that has occurred in previous years. They suggest potentially sending targeted messages with instructions to volunteers rather than more general messages to the entire membership. Potentially there is room for collaboration with Newsletter editors to make this clearer to volunteers. This problem might also resolve itself because there are fewer proceedings recorders, except for vision speakers and pre-conferences. Regular session speakers must opt-out of writing the proceedings paper and are encouraged to write their own paper.
- **Marketing & Social Media:** The board is looking at identifying key people on committees to act as liaisons to Eugenia Beh and provide her with content for marketing and social media from their committees. Eugenia Beh also needs a coordinator-in-training so that she both has a back-up and a successor.
- **Newsletter:** The September issue is nearly finished with one article still in layout and one in copyediting. Once the full issue is complete, it will be promoted to the membership. The committee will also work with proceedings to make sure the messaging to proceedings recorders and newsletter reporters is clear.
- **Bylaws:** The committee is reviewing their manual and making recommendations for changes. They will also be updating the Recent NASIG Bylaws Changes website to include the changes that went into effect at the 2018 NASIG conference.
- **Standards:** As a voting member of NISO, the committee looks to clarify the workflow within the

committee relating to Standards initiatives, particularly NISO ballots and proposals. The committee has contacted NISO about whether an abstention is regarded as a no vote or a non-vote. This clarification is necessary because some NISO standards that come up for a vote are so technical that the members are not comfortable voting without the necessary knowledge. If abstentions are considered no votes, the committee will try to keep from abstaining. NISO voting should be very practical about what we can contribute to the group and hopefully the abstention policy from NISO will reflect that and we will be able to just vote on those standards with which we have expertise. The committee is also looking to contribute to the NASIG membership's knowledge about the COUNTER Standard in an important year for that standard and develop at least one Committee pattern/activity that helps us draw out specific areas of interest or tidbits within Standards to share with the NASIG community with the goal of raising the general level of Standards interest or knowledge within NASIG. The committee is developing specific plans for implementing their goal of raising the general level of Standards interest or knowledge within NASIG. The plan will increase the committee's role and visibility and will include re-evaluation phases. The committee is also seeking out people and information that further our goals of connecting the NASIG community and Standards to help us create a more informed committee work environment. The committee has also selected a new COUNTER rep and is unsure about whether the new rep needs to create new credentials or if the NASIG account has credentials that are passed down. Jessica Ireland is going to get in touch with Michael Hanson to get the NASIG COUNTER credentials for the new COUNTER representative. The committee has also sent the board their recommended changes to the charge. Steve Oberg, Lisa Martincik and Kristen Wilson provided slight revisions. Maria Hatfield will incorporate those changes to the charge and send the revision out for a vote.

- **Evaluation & Assessment:** The committee is reviewing the speaker evaluation rating systems and getting some feedback from speakers on how it could be better. The committee is also working on how to get more attendees to complete the survey. 149 surveys were submitted from 317 attendees this year.
- **Site Selection:** 26 RFPs were sent out and a number of bids have been received. The committee will have more information for the board at the next conference call.

Conference rates & strategies to improve conference attendance and revenue (Dresselhaus & Wilson)

The board discussed possible programs to increase conference attendance. One option is a “Bring a Friend” to NASIG program to incentivize members to bring someone to the conference that is not aware that NASIG is for them. As an incentive, the NASIG member and the friend they bring could be entered in a drawing for a big Amazon gift card, purchased with NASIG’s Amazon points or we could get a number of smaller Amazon gift cards and the first 25 or so member/friend pairs each get a gift card. The friend would need to be someone who has never attended NASIG or has been away for several years.

ACTION ITEM: Membership Services will draft a Bring a Friend to NASIG program.

Another option is to target conference marketing towards health science and other special librarians who do not get enough electronic resource and scholarly communication programming within their special library association conferences like the Medical Library Association Annual Meeting. Students and paraprofessionals are two groups NASIG has targeted and should try to continue to target as well. In addition to the awards and special conference rates for both groups, we could also invite students in person through practical presentations at iSchools and personalized invitations to students and paraprofessionals identified

by NASIG members. This could include advertising on NMRT-L and revising the membership brochures for specific groups (e.g. students, vendors, paraprofessionals) to include the top three reasons why members of their community would be interested in NASIG. In brochures and other communications, we can also stress the non-profit status of NASIG and how the membership and conference dollars go back into the community through service opportunities, scholarships, and continuing education opportunities. The Student Outreach committee could coordinate in-person visits to iSchool’s. They might also want to consider finding ambassadors that are physically close to the iSchool rather than just alumni. NASIG Members doing iSchool visits could offer to do a presentation that addresses students’ professional concerns, like job hunting, salary negotiation, careers in e-resources management. We could also market to underserved middle managers with programming on leadership and potentially a preconference on change management or management techniques.

ACTION ITEM: Lisa Martincik will talk with Continuing Education and Kristen Wilson will talk with PPC about programming for middle managers. Maria Hatfield can potentially put us in contact with trainers from the Center for Creative Leadership that could customize a program for our industry.

Some in the NASIG community feel like the organization is behind the curve on scholarly communication and electronic resources programming, including the belief that as long as we go by NASIG will be seen as associated with serials and out of touch. Fighting this perception may require a name change, but, as we are redesigning the NASIG website, we could also think about using a different tagline and/or a word cloud to demonstrate all the areas of librarianship the organization serves. The board will begin these discussions internally and if promising new names and/or taglines are developed we can share with the membership.

ACTION ITEM: Beth Ashmore will start documents for both name changes and taglines and review the costs

associated with the full name change, including information from the previous discussion about name changes (NASIG blog post from August 26, 2011 and survey monkey results).

Secretary's Report (Ashmore)

Action items update - The Board reviewed outstanding action items.

Parking lot issues (All)

The board is not aware of any post-conference NASIG-on-demand purchases and there were only 7 purchases before the conference. The NASIG-on-demand videos took longer to get online than expected. Eugenia Beh will provide us with rudimentary YouTube statistics, but, considering the cost, this may not be a program worth continuing for the 2019 conference. Live streaming/virtual conference attendance are what users expect but that would be much more expensive and would almost certainly require a sponsor, potentially from a streaming platform vendor like Kanopy. As CPC gets quotes for AV, we will need to be sure to get information about how much it would cost to record and/or stream sessions from one or more rooms at the conference. Kristen Wilson is still working with Angela Dresselhaus and PPC on the invited speakers concept for NASIG-on-demand. This may not happen now that we have a larger vision speaker fees for this conference. PPC will need to make sure that speaker MOUs include the right to record and/or stream.

ACTION ITEM: Beth Ashmore will look to find the costs of live streaming in previous minutes from last year.

Attendance for the final vision speaker tends to drop-off because it is the last session and people are trying to get home. Because these are higher profile speakers should we have this as the first session of the day or is having this session last driving people to stay for the last half-day? This may be less of a problem this year with the conference ending on a Saturday and in the future if we get the conference entirely during the week. This problem can also be exacerbated if the conference is on

one of the coasts or if there are not many direct flights to the conference location requiring some attendees to have to leave earlier in the day to get flights home. Other enticements to stay for the whole conference include post-conferences and user group meetings.

Adjourn (Wilson)

The meeting was adjourned at 4:15 pm Eastern.

Minutes submitted by:

Beth Ashmore

Secretary, NASIG Executive Board