Executive Board Minutes

NASIG Board Conference Call
March 12, 2019

Executive Board:
Angela Dresselhaus, President
Steve Oberg, Past-President
Beth Ashmore, Secretary
Jessica Ireland, Treasurer

Members at Large:
Karen Davidson
Maria Hatfield
Marsha Seamans
Ted Westervelt

Eugenia Beh, Ex Officio
Lori Duggan, Ex Officio

Regrets:
Kristen Wilson, Vice President/President-Elect
Lisa Martincik, Member-at-Large
Steve Shadle, Member-at-Large

Welcome (Dresselhaus)

The meeting was called to order at 3:05 pm Eastern.

Treasurer’s Report & Conference Registration Update (Ireland)

Jessica Ireland reported that the direct bill application was submitted to the Omni William Penn Hotel. We got a credit limit of $86,000 and paid a $50,000 deposit. She has also submitted the tax exempt request with the state of Pennsylvania and we are waiting to hear back from them. Steve Oberg will send Jessica Ireland the information she needs to pay for the upgraded WordPress account.

Marketing Update (Beh)

Eugenia Beh reported that messages regarding petition candidates for the election and an extension for the call for proceedings editors have gone out today. At ER&L, Eugenia Beh and Lisa Martincik talked with some vendors about sponsoring NASIG this year or next year, particularly SAGE as they were presenting on topics of diversity and representation at ER&L. Eugenia Beh will pass the SAGE contact information onto the fundraising coordinator to follow-up on these contacts for conference attendance of SAGE representatives if not conference sponsorship this year and hopefully conference sponsorship next year. The conference program schedule link has been sent out via email blast, listservs, blog posts, and social media. The link to the conference schedule had been briefly taken down but the communications committee has fixed the problem.

Secretary’s Report & Action Item Update (Ashmore)

Beth Ashmore reported that a draft document regarding NASIG’s relationships to other organizations and draft procedures for code of conduct incidents reporting were sent to the board for their review and feedback via the listserv. Kristen Wilson provided an update via email prior to the meeting regarding moving SERIALST from LSoft to Simplelists. Kristen Wilson, Beth Ashmore and Communications Committee member
Rebecca Tatterson finished our Simplelists trial and it can replicate all the functions of our current software. The one challenge is getting the existing archives migrated. It can be done, but it requires using some PERL scripts to transform data. Beth Ashmore and Kristen Wilson are working to see if we can find someone with the skills to do that. Once we've confirmed that piece, we should be ready to move forward with a recommendation. Beth Ashmore asked the board if it would be possible to use a searchable Google Docs folder of text files as an archive for the list while we work out the archive migration issues with Simplelists.

**ACTION ITEM:** Beth Ashmore will call for a motion to move forward with Simplelists proposal via the Board list.

**Fundraising for OA Proceedings (All)**

Angela Dresselhaus reviewed the revisions made to the charge for open initiatives committee.

**ACTION ITEM:** Beth Ashmore will call for motions to approve the updated charge via the Board list.

The Bylaws committee reviewed the new membership categories of International Open Access Individual Supporter and Organizational Open Access Supporter and there are no bylaws changes that would be necessary to create these new membership categories. The board discussed who the intended audiences are for these memberships. The International Open Access Individual Supporter is targeted towards international individuals who might want to take advantage of some of the membership benefits of NASIG but are unlikely to come to a conference and be a full member. The Organizational Open Access Supporter is a more complicated concept since we already have the organizational membership option. Angela Dresselhaus suggested that we may want to hold off on moving forward with this category until we meet for the in-person board meeting in June. The Board discussed whether or not it would make sense to tie the membership levels to the tiered sponsorship levels. It might be good to have these be different systems (tiered by number vs. tiered by color) to differentiate from the conference sponsorship. The board also discussed what the membership benefits are for the Organizational Open Access Supporter and whether or not this option would cause us to phase out the current organizational membership. Ted Westervelt asked if this is something we should let the new Open Initiatives Committee look at as part of their initial charge. The Board agreed that this would certainly fall within that committee’s initial charge, but that there may also be benefits to rolling this membership out sooner because there has been some interest from UKSG and possibly other organizations in wanting to support our OA efforts this way. In the past we have struggled with determining what organizations take away from these memberships so it may be more successful if we take more time to plan the benefits of this membership to organizations. The Board suggested some revisions to the terminology used to describe the membership, including not using the word donation which would make it difficult for some state institutions that are not allowed to make donations with state funds.

The website donation form, membership renewal form, and Amazon Smile setup have all been created to support open access fundraising. The board discussed doing more marketing for these fundraising efforts including setting up a Facebook fundraising campaign which would require creating a NASIG Facebook page in addition to or instead of the current NASIG Facebook group. The board also discussed looking into other crowdfunding platforms including GoFundMe.

**ACTION ITEM:** Eugenia Beh will work on creating a Facebook page for NASIG in preparation for any NASIG Facebook fundraising.

**Committee Updates (All)**

- Awards & Recognition: Ted Westervelt reported that the committee is prepared to give out 15 awards, but the documentation on award winner
compensation was not entirely consistent so NASIG may have to pay for some hotel rooms if we need more than what we are comped by the Omni William Penn Hotel. The committee will make sure the necessary changes are made so this is not a problem next year. Ted Westervelt will let committee chair Jennifer Leffler know how we plan to handle the hotel room situation.

- Bylaws: Maria Hatfield reported that Vice-Chair Laurie Kaplan will not be attending NASIG this year so if there is a vote at the member’s forum we will need to make arrangements for other committee members to manage the process.

- Communications: Steve Oberg reported that Paoshan Yue from the web-based infrastructure implementation task force contacted the communications committee because they are ready to move forward with the Wild Apricot implementation and they wanted to invite the communications committee chairs to lead some of the implementation teams.

- Conference Planning: Angela Dresselhaus shared that the committee is working on a budget spreadsheet that shows all income and expenses for the conference in one spot.

- Digital Preservation Task Force: Ted Westervelt reported that the task force has had conversations with other organizations and their final report may address strategic partnerships that NASIG should pursue. The task force is also presenting at NASIG and would like to use examples of library data from keeper’s registry. Ted Westervelt will send the board listserv an email about potentially sharing library data from keeper’s registry with the task force for them to use as part of their presentation.

- Diversity: Eugenia Beh reported that the committee is working with program planning to plan the vision session town hall.

- Evaluations & Assessment: Karen Davidson asked the board if a vice-chair is added to the committee now, would they become chair for calendar year 2020. The board agreed that they would and Angela Dresselhaus offered to review the committee volunteer spreadsheet with Karen Davidson to identify a vice-chair and verify their term.

- Membership: Jessica Ireland reported that the current chair Char Simser had to step down because she is working with the web-based infrastructure implementation task force as well and their work is ramping up. Vice-chair Christine Radcliff has taken over as chair. Angela Dresselhaus asked about the status of the Bring a Friend to NASIG campaign. Jessica Ireland said she will check with the committee.

- Mentoring and Student Outreach: Marsha Seamans reported that she will be finishing the work on the documentation for merging the two committees next week and sharing the document with Kristen Wilson and then the rest of the board for approval.

- Newsletter: Lori Duggan reported that they received no volunteers for the conference editor position on the newsletter committee. She is going to reach out to some people that may be interested if asked and encouraged the board to send her any potential candidates. The committee is publishing individual articles for the March newsletter and once they are all in, they will begin working on the full issue. The committee is also working on content for the May issue as well.

- Nominations & Elections: Steve Shadle shared via email the excellent slate for the upcoming election.

- Proceedings: Kristen Wilson reported via email that the committee is pretty much done with all of last year’s papers. There was one straggler that was received at the end of February and should be wrapped up soon. The call for a new editor only
yielded two applicants, and will be extended to March 22. Communications has sent a reminder.

- Program Planning: Kristen Wilson reported via email that the conference schedule is up on Sched and the NASIG website: https://nasig2019.sched.com/. Chair Maria Collins is continuing to firm up a few remaining sessions, including the diversity town hall and the pre-conferences.

**Adjourn (Dresselhaus)**

The meeting was adjourned at 4:05 pm Eastern.

Minutes submitted by:
Beth Ashmore
Secretary, NASIG Executive Board.