



Executive Board Minutes

NASIG Board Conference Call July 10, 2019

Executive Board:

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

Members at Large:

Keondra Bailey
Michael Fernandez
Shannon Keller
Lisa Martincik

Ex-Officio:

Eugenia Beh
Chris Bullock
Lori Duggan

Regrets:

Cris Ferguson
Marsha Seamans
Steve Shadle

Welcome (Wilson)

The meeting was called to order at 3:00 pm Eastern.

FORCE11 partnership discussion (All)

After Daniel O'Donnell's presentation at the May NASIG board conference call it is clear that NASIG and

FORCE11 are interested in possibly working together, but it is not clear what that partnership would look like or what projects might make sense for collaboration. Kristen Wilson asked if any of the board members wanted to lead a collaborative project with FORCE11. Betsy Appleton suggested that we might find a NASIG member who was on a campus with an active FORCE11 member from the research community that they could partner with. Since we do not have a clear idea of how we would like to partner at the moment, the board will reach out to FORCE11 to make sure they know that we are interested in working together and should they have an idea of a collaboration they would like to bring to us, we are open to the opportunity.

ACTION ITEM: Angela Dresselhaus will follow-up with FORCE11 leadership to let them know we are open to working together in the future.

Elevator Pitch and Marketing Review (All)

Last year, we drafted a basic elevator pitch for NASIG membership and conference attendance. However, since the NASIG website is undergoing migration now would not be an opportune time to create new content based on this elevator pitch.

ACTION ITEM: Beth Ashmore will move the elevator pitch to the parking lot to potentially be picked up again once the website has been migrated.

Vision Speakers and preconferences (Appleton)

The program planning committee is working on a list of potential vision speakers and asked if we want to have

two or three speakers in 2020. The board discussed the value of having two speakers instead of three and doing something different on the morning of the last day since this vision speaker session is often poorly attended. The board also discussed planning post-conferences for the afternoon of the last day to try to increase attendance on the final day of the conference. The 2020 schedule could have full-day preconferences on Tuesday, conference kick-off Tuesday night, vision speakers on Wednesday and Thursday, with a town hall during the first slot Friday and half-day postconferences Friday afternoon. This potential schedule will need to be run by CPC and Anna Creech, Conference Coordinator, to ensure that this would work for the hotel planning as well. We could also incentivize people to come to the closing session with prizes or a vendor raffle where you must be present to win.

ACTION ITEM: Kristen Wilson will ask Fundraising Coordinator, Nicole Ameduri about the possibility of seeing if vendors wanted to provide items for a raffle.

ACTION ITEM: Betsy Appleton will communicate to PPC to look for two visions speakers for 2020.

ACTION ITEM: Kristen Wilson will email Anna Creech, Betsy Appleton (PPC liaison) and Steve Shadle (CPC liaison) a proposed scheduled for 2020 including pre- and post-conferences and two vision speakers.

Fall Board meeting (All)

The board discussed the possibility of doing an in-person fall board meeting more economically. We could possibly go to a city like Chicago where most people would be able to get direct flights and find inexpensive meeting space in an airport hotel or library. CPC and PPC chairs would not have to attend and instead could make a trip to the conference hotel closer to the conference to finalize details. Hotel costs might be high in Chicago. Individuals could still attend remotely if they needed to since we have access to a better AV setup courtesy of Angela Dresselhaus.

ACTION ITEM: Kristen Wilson, Jessica Ireland and Beth Ashmore will look into the possibility of finding an affordable meeting place in Chicago in October.

Report from Equity & Inclusion Town Hall (Beh)

Eugenia Beh reported that the equity & inclusion committee is working on a write-up about the town hall for the Newsletter with a hopeful deadline of mid-August to make it into the September newsletter.

Treasurer’s Report (Ireland)

Jessica Ireland provided final conference financials.

Pittsburgh 2019 Conference Financials	
Omni William Penn Hotel	293 Attendees
Expenses	
Hotel	\$13,744.62
Hotel Food	\$86,228.33
Room Block Penalty	\$7,314.00
Opening Session (non-food expenses)	\$1,905.00
AV	\$32,651.68
Speaker Fees & Travel	\$10,378.00
Total Conference Expenses	\$152,221.63
Income	
Conference Registration	\$110,554.00
Conference Sponsor Income	\$37,500.00
Cafe Press	\$0.00
Total Conference Income	\$148,054.00
Total Profit/Loss	-\$4,167.63

We nearly came out ahead but there were extra hotel expenses for not meeting the room reservations goal. The hotel has been paid and there is \$12,000 in checking and \$16,000 in savings. Incoming board members credit cards have been mailed. Jessica will be investigating getting access to the dividends from our investments in the coming weeks and reporting back to the board.

Kristen Wilson asked if Jessica could look into making Betsy Appleton a signatory for NASIG accounts. Eugenia Beh asked if there was anyway to avoid room block penalties in the future. The room block commitments for Spokane and Madison are smaller than Pittsburgh as we have changed our expected attendance. The board discussed sharing the Spokane tourism video again for those who were not at the conference as well as the conference rates and dates for those budgeting for next year and putting in travel requests.

Secretary's Report (Ashmore)

Jessica Ireland has purchased a Simplelists account for NASIG and SERIALST should be migrated by the end of the month.

Rather than have a single item for committee updates at each board meeting Beth Ashmore will send out a call for committee updates for the agenda before meetings to be sure we have enough time to cover all of the updates and discussions from committees. Each liaison will also have a one-on-one with Kristen each month to go over action items from their committees on the Trello board.

Adjourn (Wilson)

The meeting was adjourned at 4:00 pm Eastern.

Minutes submitted by:

Beth Ashmore

Secretary, NASIG Executive Board