

NASIG NEWSLETTER

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PRESIDENT'S CORNER

Connie Foster, NASIG President

Whether the month of March comes in like a lamb or lion, the conference planners and NASIG committees are certainly roaring ahead! Hopefully you will be holding your newly designed conference brochure and also clicking on the Web site to assimilate the latest conference information (while enjoying a caffeine or

herbal beverage). We have initiated changes in disseminating conference information this year and stand ready for comments. The print brochure will contain the essence of the conference information and registration, with a separate page and payment for the post-conference tours (which a tour company handles separate from NASIG). The Web site will supplement the process by containing abstracts of presentations and workshops to assist in your decision making. Anyone who does not have access to the Web site can request printed information from the Conference Planning Committee. We are trying to blend timely information with volunteer efforts and meet printing deadlines to create a different approach for NASIG 2001: A Serials Odyssey.

In this issue

Learn more about the conference and programs, official Board minutes. Also read a summary from the "Final Report on Electronic Archiving Project for the North American Serials Interest Group, Inc." prepared by Mark McFarland. The complete report will be linked on the Web site under the Organization/Archivist. The basic recommendation is that we should maintain a print/save approach while recognizing the potential use of electronic methods of storing documents for our organization. The standards, issues, and solutions for preservation are still in limbo for everyone. The report addresses our concerns and contains some valuable assessments of national trends.

A bit like lions?

We are always seeking ways to work smarter and more efficiently with an eye on the bottom line. At each Board meeting we have been asking questions about our publications: can this be done online only, can the print version be trimmed, do we want to maintain a condensed print version with more information online, do all members have online access with print options locally? Any time we condense or reduce print versions

or shift totally to online access, we will realize savings in printing and postage costs. While our membership dues and conference surplus support the lion's share of our expenses, these incomes do not totally cover expenses. We remain optimistic that each annual conference will realize a surplus and boost our revenues. The conference package still remains a fantastic bargain with campus accommodations.

The *Membership Directory* will have redesigned entries (similar to the American Library Association directory) and more preliminary matter will shift to the Web site only. For the first time last year members were given the choice of an e-version only and 60 members signed up. We expect that number will increase in the future. The conference handout packets will exist in print

format only through 2001. The logistics and standards for consistent and comprehensive information from presenters is a challenge for the Publications Committee to assimilate into a useful publication.

The *Newsletter* can readily shift to an online only version at this year's/volume's end without affecting the work of the staff (we still need a PDF version) but significantly reduce the *Newsletter's* budget to a minimal allocation for phone calls and office supplies.

The quarterly frequency is reasonable and has alleviated some of the constant pressure for deadlines that a newsletter automatically generates. We would maintain a print version for the archives. Currently 338 members receive the *Newsletter* only online.

NASIG NEWSLETTER	
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<p>Members of the <i>Newsletter</i> Editorial Board are:</p> <p>Editor-in-Chief: Steve Savage, University of Michigan</p> <p>Copy Editor: Maggie Horn, System Administration State University of New York</p> <p>Columns Editor: Carol MacAdam JSTOR</p> <p>Electronic Production Editor: Charlene Simser, Kansas State University</p> <p>Print Production Editor: Jim Michael University of South Florida</p> <p>Submissions Editor: Donnell Ruthenberg, DRA</p> <p>Distribution Editor: John Harrison, Bates College</p> <p>Board Liason: Connie Foster, Western Kentucky University</p> <p>The <i>Newsletter</i> is published in March, June, September, and December. Submission deadlines (February 1, May 1, August 1, and November 1) are 4 weeks prior to the publication date. The submission deadline for the next issue is: February 1, 2001 NO LATE SUBMISSIONS WILL BE ACCEPTED</p> <hr/> <p style="text-align: center;"><i>NASIG NEWSLETTER COPYRIGHT STATEMENT</i></p> <p>The <i>NASIG Newsletter</i> is copyrighted by the North American Serials Interest Group and NASIG encourages its widest use. In accordance with the U.S. Copyright Act's Fair Use provisions, readers may make a single copy of any of the work for reading, education, study, or research purposes. In additions, NASIG permits copying and circulation in any manner, provided that such circulation is done for free and the items are not re-sold in any way, whether for-profit or not-for-profit. Any reproduction for sale may only be done with the permission of the NASIG Board, with a request submitted to the current President of NASIG, under terms which will be set by the Board.</p>	<p>Send all submissions/editorial comments to:</p> <p>Steve Savage Head, Monograph Acquisitions, Exchanges & Gifts Room 1, Hatcher Graduate Library University of Michigan Ann Arbor, MI 48109-1205 Phone: (734) 936-2308 Fax: (734) 936-2304 E-mail: ssavage@umich.edu</p> <p>Send all items for "Title Changes" to:</p> <p>Carol MacAdam 188 Madison Avenue New York NY 10016 Phone: (212) 592-7345 Fax: (212) 592-7355 E-mail: clm@jstor.org</p> <p>Send inquiries concerning the NASIG organization, membership, and change of address information to:</p> <p>Meg Mering University of Nebraska Libraries Love Library, 209N Lincoln, NE 68588-0410 Phone: (402) 472-3545 Fax: (402) 472-2534 E-mail: mmering1@unl.edu</p> <p>Send all claims for unreceived issues of the <i>Newsletter</i> to:</p> <p>John Harrison Ladd Library Bates College Lewiston, ME 04240 Phone: (207) 786-6270 E-mail: jharriso@abacus.bates.edu</p> <p>NASIG addresses: 2103 N. Decatur Rd., No. 214 Decatur, GA 30033 URL: http://nasig.org</p>

There are still many issues and complexities surrounding online credit card transactions for membership dues and conference registrations, not to mention the fleeting thought about online voting! (No Florida comments here). Although the NASIGWeb site is secured, sites for the Treasurer, Registrar, and other contact points are not. We will continue to commit to fiscal responsibility so NASIG can thrive as an all-volunteer organization well into the 21st century.

So where is the lamb part?

Well, on an entirely different note, I am very meek about not having reported on the wonderful opportunity I had last year to represent NASIG at the UKSG conference in Keele. Even though I may have the shortest presidency on record, I may also be the only president to represent NASIG twice at UKSG. Last year as Vice-President I willingly substituted for a recovering-from-bronchitis President and hopped a plane to Keele, England. This presidential exchange between the UKSG and NASIG is invaluable. I had a greater appreciation for how the two organizations are alike and different; I enjoyed thoroughly all the meetings, product reviews, exhibits, dinners, and the

Quiz (made famous by Chris Beckett). I met so many wonderful people from Norway, Australia, Germany and many other countries and renewed acquaintances with NASIG members abroad (Ros Doig, Keith Courtney, Richard Hodson, UKSG Chair, and John Merriman, to name a few). The same openness that is the hallmark of the casual NASIG conferences exists in the suited UKSG environment. I was introduced to Christine Fyfe, incoming Chair, whom many of you met in San Diego, and who bailed me out at Keele when my alarm clock battery died so I wouldn't oversleep and miss my taxi-train-plane connection. I enjoyed talking with their students who receive "sponsorships" and hearing about their research projects in library schools (mostly focused on e-journals!). I am really looking forward to April 24 in Edinburgh and will bring brief greetings from NASIG at the conference opening (and hopefully write a brief report in the next, and my last, President's Corner). Time does fly by at warp speed, even writing quarterly. Besides, by the time this issue goes to press, the groundhog will have emerged and provided us with the forecast for the remainder of winter. Hope it's an easy one for us all. See you in San Antonio!

NASIG 16TH ANNUAL CONFERENCE (2001)

CONFERENCE PLANNING COMMITTEE UPDATE

Carol Gill and Bea Caraway, CPC Co-Chairs

Are you beginning to think about NASIG 2001? The Conference Planning Committee and our Board Liaison have been thinking about it for months now, preparing what we hope will be an excellent sequel to the conference that was held in 1991 at Trinity University in San Antonio.

You have come to expect some fun extracurricular events at NASIG, but before telling you about them, we want to remind you of the reality of dorm life. Every year, conference participants complain about the dorms, so this year, right up front, we are going to refresh your memory about dormitory rooms and bathrooms: Do you remember how you lived as a student? Or if not how you lived, how your roommate did? Students haven't changed much since then, except for having laptops and TVs in their rooms. These same students will have vacated the dorms only a few days before our arrival. The housekeeping staff will do their best to get them into shape, but you must realize that degree of cleanliness will not compare to that of a room at the Hilton. The other thing to be perfectly clear about is that if you stay in the dorms, **YOU WILL SHARE A BATHROOM WITH AT LEAST ONE OTHER**

PERSON. That is true even if you ask for a single room. The dorm rooms at Trinity are all in suite arrangements. If you ask for a single room, you will have no one in your sleeping room, but there will be another person in the other sleeping room that is connected to yours by a bathroom. If you ask for a double room, you will probably share a bath with three other people—your roommate and two suitemates. If this is unpalatable, you will find suggestions for reasonably priced nearby hotels in the conference brochure and on the conference Web site.

Now, for the fun stuff. On Friday evening, we will bus you to the Riverwalk for an evening on your own of strolling, shopping, dining, and music. Our "night out" is on Thursday, and here is what's in store:

Forget everything you've heard and seen on the Nashville Network, and erase those misconceptions of Texas that you got from watching Dallas reruns, because on Thursday, May 24, from 6:30 to 9:30 P.M., we'll visit the Institute of Texan Cultures (www.texancultures.utsa.edu/main) for an evening of good cookin' and toe-tappin' music. The Institute began

as the Texas Pavilion during HemisFair '68 and is "dedicated to enhancing the understanding of the history and diverse cultures of Texas." You'll see displays on 27 ethnic and cultural groups, ranging from Alsace to Syria. Docents will be on hand and the ITC store will be open for buying good Texas stuff. A variety of cuisines will highlight several different cultures, and the music will be pure Texas. The CPC is proud to present Jill Jones and the Lone Star Chorale. The band features four amazing musicians performing western swing, traditional cowboy songs, and original compositions. Jill is a championship yodeler and the Chorale was chosen as one of the six finalists for the Prairie Home Companion "Towns Under Two Thousand Talent Contest" for 1999. Ya'll come!

On the first night of the conference, Wednesday, May 23, we will kick things off after the opening session with a Mexican food buffet on the Trinity Esplanade, a green space on campus with a nice view of downtown San Antonio. Live Mariachi music will help to get you into a South Texas frame of mind.

On Thursday and Friday evenings, we will continue our tradition of late night socials, this time with a bit of a Texas twist, as you can see:

Buckaroos and Buckettes! Seeking a quiet refuge from PowerPoint presentations? Want to learn how to play euchre? Just have to see librarians dancing to believe it? Join us from 10:00 until midnight Thursday and Friday evenings as we transform the study lounge at Murchison Hall into a NASIG Late-Night Hoedown. We'll have cards, conversation, and a few old tapes and CDs. Many of your favorite snacks and beverages will be on hand. Western attire will be appreciated and much admired!

Here is another reminder that the days for the conference are different this year. Preconferences and registration, and the opening session will be held on Wednesday, May 23, and the conference will close on Saturday, May 26. Mark your calendars!

MINUTES OF THE NASIG BOARD MEETING

NOVEMBER 2000

Meg Mering, NASIG Secretary

Date, Time: November 10, 2000 (8:30 a.m.-5:00 p.m.); November 11, 2000 (8:30 a.m.-3:25 p.m.)

Place: Trinity University, San Antonio, Texas

Attending:	Connie Foster, President	Donnice Cochenour
	Maggie Rioux, Vice-President/President-Elect	Christa Easton
	Dan Tonkery, Past President	Don Jaeger
	Meg Mering, Secretary	Anne McKee
	Gerry Williams, Treasurer	Pat Wallace
		Fran Wilkinson

Guests: Char Simser, *Newsletter* Editorial Board representative
 Beatrice Caraway, Carol Gill, Co-Chairs, 2001 Conference Planning Committee
 Mary Page, Lisa Macklin, Robb Waltner, Co-Chairs, 2001 Program Planning Committee

1.0 Welcome

C. Foster welcomed Board members and guests to the Board meeting. She reviewed the meeting's two-day agenda.

2.0 Secretary's Report

2.1 Board actions since the June Board meeting in San Diego

M. Mering compiled the following Board decisions since the June meeting for inclusion in the minutes:

- a. Approved the June 2000 Board meeting minutes

- b. Agreed to include an abstract of each poster session in the *Conference Proceedings*.
- c. Agreed to include poster session handouts in the conference handout publication.
- d. Agreed to review the cost and the content of the conference handout publication at the fall Board meeting
- e. Authorized PPC's request to give Leo Treyzon, a preconference presenter, a gift certificate.
- f. Voted to make the Executive Board minutes on NASIGWeb available only to members.
- g. Approved the charge for the Bilingual Focus Group.

- h. Agreed to send awards to all 2000 CPC and PPC members in accordance with previous policy.
- i. Recommended partial funding to send Lisa Furubotten to Yucatan to present a SCCTP workshop as long as the request fit within CEC's budget.
- j. Agreed to ask A&R to review who should receive awards and who should be recognized at the annual conference.
- k. Approved the *Proceedings* Editors' recommendation to appoint Lynne Griffin as the HTML editor of the 2000 *Conference Proceedings*.
- l. Approved A&R's revised description of the Marcia Tuttle International Grant which eliminated NASIG membership as a prerequisite for applying for the award.
- m. Made decisions on three conference refund requests.
- n. Agreed to have a memorial tribute to Crystal Graham in the December 2000 issue of the *Newsletter*. C. Easton agreed to coordinate the preparing of the tribute.
- o. Agreed to make a contribution to the Freedom to Read Foundation in memory of C. Graham.
- p. Agreed to dedicate the 2000 *Conference Proceedings* to C. Graham.
- q. Awarded the electronic archives project to Mark McFarland, University of Texas, Austin. Agreed to provide M. McFarland access to the member only sections of NASIGWeb.
- r. Agreed that C. Foster should post a message on SERIALST, congratulating the discussion list on its ten year anniversary.
- s. Agreed to advertise for the Archivist and *Proceedings* Editors next spring on NASIG-L.

2.2 Board roster updates

M. Mering distributed copies of the 2000/01 Executive Board roster. Board members suggested including cell phone numbers and identifying where to send express mail on the roster.

ACTION: M. Mering will revise the roster by adding cell phone numbers and identifying where to send express mail.

DATE: January Board Meeting

2.3 Report on program proposals and effectiveness of August 1st deadline

M. Mering reported that she had received 51 proposals in response to the 2001 call for papers. 70 proposals were received in response to the 2000 conference's call for papers. Board members and the PPC Co-Chairs discussed

whether the deadline for proposals should be later for the 2002 conference.

ACTION: The deadline for proposals for the 2002 conference will be August 15, 2001.

2.4 Scheduling Board meeting prior to ALA Midwinter

The Midwinter Board meeting will be held on the afternoon of January 11 and the morning of January 12 in Washington DC.

ACTION: D. Tonkery will make arrangements for the meeting room.

2.5 Working Calendar

M. Mering has loaded FrontPage 2000, the software used to update the Executive Board's working calendar, on her home computer. Beth Toren, ECC Co-Chair, has provided M. Mering with instructions on how to use FrontPage.

ACTION: M. Mering will revise and update the calendar.
DATE: Before the January Board meeting

2.6 New logo and letterhead

M. Mering has been working with Penny Lane Printing to develop letterhead featuring NASIG's new logo. The Board discussed possible layout for the new letterhead.

ACTION: The Board approved Penny Lane Printing's colors for the new logo.

ACTION: M. Mering will order letterhead with the new logo from Penny Lane Printing.

DATE: ASAP

ACTION: The Board decided to use the remaining envelopes with the old logo for the upcoming Executive Board election before ordering new ones that might have the revised logo.

3.0 Treasurer's Report

3.1 UCSD financial report

G. Williams stated that the University of California-San Diego conference is showing a surplus of \$27,134.95.

3.2 2000 Budget update—overview

G. Williams reviewed the balance sheet as of 10/17/00 with total assets of \$107,044.37. The Charles Schwab account declined slightly. Interest income increased. Souvenir sales from the UCSD conference showed a surplus. G. Williams is still processing membership renewals. NASIG's expenditures are still greater than its

income. The organization needs to consider carefully how much of its reserve it is willing to spend.

3.3 Proposed 2001 budget for approval

G. Williams and the Board members reviewed the budget proposals from each committee. Minor adjustments were made to some committee's proposed budgets. Board members discussed possible ways NASIG could continue to reduce expenditures throughout the organization. The *Newsletter* could be made available only in electronic form. Its print version could be discontinued. Board elections could be conducted online rather than in paper. RC&M could discontinue sending new members NASIG memo pads as a welcome item.

ACTION: C. Simser will discuss with Steve Savage the possibility of discontinuing the print version of the *Newsletter* and making it available only in electronic form. They will review the *Newsletter* survey in considering this possibility.

DATE: Report back to Board Liaison C. Foster by December 4, 2000.

ACTION: D. Cochenour and D. Tonkery will ask N&E and EEC to investigate the possibility of voting online rather than using paper ballots.

DATE: Report back to the Board by December 4, 2000.

ACTION: RC&M will discontinue sending NASIG memo pads to new members. The remaining pads will be sold as souvenirs at the 2001 conference.

ACTION: The Board requested several liaisons to work with their committees on ways to reduce proposed expenditures.

ACTION: Revised 2001 committee budgets will be sent to G. Williams, who will prepare a final budget for Board approval.

DATE: December 4, 2000

ACTION: The budget for the 2001 conference will be approved over e-mail.

DATE: Before the January 2001 Board meeting.

3.4 Accountant's financial statement

G. Williams provided each Board member with a copy of the Financial Statements and Accountant's Review Report for NASIG for the year ending December 31, 1999.

3.5 Action items:

3.5.1 Finance Committee and past Treasurer

G. Williams suggested that the past Treasurer serve on the Finance Committee to assist the new Treasurer during the transition period.

DECISION: The past Treasurer will serve on the Finance Committee for one year.

ACTION: The Finance Committee's description will be updated to reflect this change.

3.5.2 Bonding the position of Treasurer

Because the Treasurer has significant responsibility for NASIG financial matters, G. Williams recommended that the position of NASIG Treasurer be bonded.

ACTION: G. Williams will investigate and report on e-mail the terms and conditions of bonding the Treasurer.

3.5.3 Conference Refund Policy

A motion was made that the final decision on conference refunds is the responsibility of the President and/or the Treasurer. The Board approved this motion.

ACTION: The Conference Refund Policy will reflect this decision and the date amended.

DATE: ASAP

4.0 Publicist's Report

4.1 Review electronic lists and other outlets

A.McKee distributed a list of discussion groups the Publicist uses for announcements beyond NASIG-L. She also reported that she had written an article about NASIG for IFLA's Serials Section's newsletter.

4.2 Distribution of brochures responsibility

A.McKee noted that the Publicist is responsible for distributing membership brochures. She reminded the Board that anyone requesting brochures should allow two weeks to receive them in the mail. Brochures cannot be sent via express mail.

ACTION: A. McKee will send an e-mail message to the CHAIRS-L discussion list reminding chairs that anyone requesting brochures should allow two weeks to receive them in the mail. Brochures will not be sent express mail.

DATE: Immediately following the Board meeting.

5.0 Program Planning Committee

M. Page, L. Macklin, and R. Waltner, the PPC Co-Chairs, and the Board reviewed the proposed 2001 program schedule. Minor adjustments were made to the proposed schedule.

ACTION: The Board approved the proposed 2001 program schedule.

The PPC Co-Chairs and Board members discussed whether or not to offer poster sessions at the 2001 conference. All agreed that the poster sessions had been a success at the UCSD conference. L. Macklin, Chair of the Poster Sessions Task Force, stated that the call for poster sessions should clearly state that NASIG is not interested in having commercially oriented sessions. A suggestion was made to schedule the poster sessions for a longer time than they had been at the UCSD conference. The presenters of the poster sessions would not be required to stay with their posters for the extended time. PPC will be responsible for the poster session call, selection, and all other logistics.

ACTION: The Board approved the plan to offer poster sessions at the 2001 conference.

ACTION: The Board agreed that the time allotted poster sessions would be increased at the 2001 conference.

The PPC Co-Chairs and Board members review the proposed pre-conferences, concurrent, plenaries, and workshops. Board members offered suggestions on possible speakers and content of the sessions.

ACTION: The Board approved the two proposed pre-conferences.

The Board and PPC also discussed how many workshops to offer at the 2001 conference and if any of them should be offered as longer in-depth workshops. The Board also strongly supported having only 2 presenters per workshop.

ACTION: The Board and the PPC Co-Chairs decided that none of the proposed workshops lent themselves to being in-depth workshops. In-depth workshops will remain a program option for future conferences.

6.0 Conference Planning Committee

6.0.1 Dedication to Kathy Soupiset

As approved earlier by the Board, the 2001 conference will be dedicated to Kathy Soupiset, the 1991 Trinity University CPC Chair. The dedication will occur at the conference's opening session.

6.0.2 Compensation and Reimbursement Policy

P. Wallace presented a final draft of the compensation and reimbursement policy for annual conferences and continuing education events.

ACTION: The Board approved the compensation and reimbursement policy for annual conferences and continuing education events.

6.0.3 Conference events and budget

B. Caraway and C. Gill, CPC Planning Co-Chairs, reported on CPC's progress in planning the 2001 conference. Board members offered suggestions for possible special evening events.

C. Gill presented a preliminary conference budget to the Board. The proposed 2001 conference rates were:

\$375 (US) – Commuter Rate
\$450 (US) – Double Room Rate
\$525 (US) – Single Room Rate

ACTION: The Board approved the conference rates pending a final revised conference budget and further discussions with Ann Knoebel, Director of Conferences and Special Programs at Trinity University. [On November 11, 2000, C. Gill presented a revised conference budget. C. Foster, D. Tonkery, P. Wallace, and G. Williams met with A. Knoebel. Then the Board gave its final approval of the conference rates.]

P. Wallace requested extra student help to assist with the 2001 conference planning. Trinity University is experiencing a serious shortage of staff and CPC members are widely dispersed.

ACTION: The Board approved extra student assistance for the 2001 conference planning at Trinity University.

6.0.4 Conference brochure

The CPC Co-Chairs and Board members discussed the conference brochure. In order to meet deadlines, P. Wallace asked if the Web version of the brochure could be made available before the print version. For past conferences, the print version has been made available before the electronic version. The CPC Co-Chairs and the Board also discussed the possibility of moving toward offering only a Web version of the brochure.

ACTION: The Web version of the conference brochure will be made available before the print version.

ACTION: Only the Web version of the brochure will contain detailed descriptions of the conference sessions. Anyone without Internet access will be instructed to contact a CPC member for assistance. An announcement of this change to the brochure will be made on NASIG-L.

ACTION: C. Foster will discuss more about these changes and other initiatives in the March issue of the *Newsletter*.

7.0 Site Selection for 2002 and beyond

7.0.1 University of Utah – 2003

F. Wilkinson presented a supplemental site report for the 2003 conference. She proposed that A. McKee and she make a site visit to the University of Utah in April in conjunction with another conference that both will be attending there.

ACTION: A. McKee and F. Wilkinson will make a site visit to the University of Utah.

DATE: April 2001

7.0.2 Site Selection for 2002

F. Wilkinson and M. Rioux reported on their October 9, 2000, site visit to the University of Maryland at College Park. They will continue to explore further and review options in the Mid-Atlantic region.

ACTION: The Board asked F. Wilkinson to convey special appreciation to Joyce Tenney for her ongoing efforts with site identification in the Mid-Atlantic for a NASIG conference.

ACTION: M. Rioux and F. Wilkinson will visit other Mid-Atlantic sites just prior to the Midwinter meeting.

DATE: Supplemental report due January 2001

8.0 Professional Liaisons

8.1 Clarify “peer groups” as subset of professional liaisons

A. McKee suggested listing in the *Directory* the Australian Serials Special Interest Group, the European Federation of Serials Group, the German Serials Interest Group, and the United Kingdom Serials Group (the peer groups of NASIG) as a subset of the Professional Liaisons.

ACTION: The Board decided to continue listing these groups alphabetically with the other liaisons.

8.2 Membership automatic for UKSG Chair?

A. McKee asked if the UKSG chair automatically receives a complimentary NASIG membership. The UKSG chair does automatically receive a complementary membership. UKSG in turn gives a complementary membership to the NASIG President.

ACTION: P. Wallace will ask D&D to make a list of NASIG complimentary memberships.

8.3 Canadian SISAC, US BISG relationships

C. Foster noted that there has been no response yet for a liaison to BISG (BASIG). C. Foster will review the Canadian SISAC request and determine what follow-up is needed.

9.0 Committee Reports

9.1 Archives

Marilyn Fletcher, NASIG Archivist, suggested a new subject arrangement for the archives and documented what should be retained in the archives. Currently, the archives are arranged in alphabetical order. Board members made a few suggestions on what should be retained in the archives. One suggestion was not to retain any rating sheets from A&R award and grant applicants.

ACTION: The Board agreed to the new subject arrangement of the Archives. The new Archivist who will start in June 2001 will have the responsibility of reorganizing the archives.

ACTION: The Archivist will prepare a final retention document for the Board’s approval.

DATE: For the January 2001 Board meeting

ACTION: Both A&R and the Archivist will destroy any rating sheets and grant applications currently held.

9.1.1 Advertise for Archivist after Midwinter Board meeting

M. Mering reported that M. Fletcher’s term as Archivist ends in June 2001.

ACTION: M. Mering will chair a search committee for a new Archivist.

DATE: January 2001

9.1.2 Consultant for Electronic Records Project

Board members reviewed Mark McFarland’s status report on NASIG’s electronic archiving project. He will submit a final report in January 2001.

9.2 Awards & Recognition

Award and grant recipients will be recognized at the opening ceremony at the 2001 conference. Board members discussed how many awards and grants could be given this year.

ACTION: The Board agreed that up to 8 student awards, up to 2 Horizon awards, and up to 2 Marcia Tuttle International grants could be given this year. The

publicist will send out announcements about the grants and awards.

9.2.1 Recognition for committee members

The Board discussed what kind of recognition outgoing committee and Board members should receive based on requested recommendations from A&R. In terms of tenure and promotion for most committee members, Board members felt the letters of appreciation are very significant and appropriate. The previous policy has been to give a token of appreciation and letters to all outgoing Board members, committee chairs, and members of CPC and PPC. Other committee members received letters of appreciation.

ACTION: The Board accepted A&R's recommendation that outgoing committee chairs and Board members will receive a token of appreciation and letters of recognition for their service. Committee members will receive letters of appreciation.

DECISION: Committee chairs will write letters of appreciation to all outgoing committee members. The President will write letters to all outgoing Board members.

Last year, as Past President, Steve Oberg had the responsibility of recognizing outgoing committee chairs and Board members. Previously, A&R had this responsibility.

DECISION: A&R will again be responsible for purchasing the gifts of outgoing Board members and committee chairs.

9.2.2 Concerns/Solutions for non-U.S. conference awards

In a detailed letter, the current and past co-chairs of A&R addressed concerns with promoting the student grant award in Mexico.

Board members discussed concerns and issues for outreach in Mexico and noted the expertise that some members of CE have with presentations in Mexico and with the Spanish language.

ACTION: D. Jaeger will ask CE to develop a grant geared to the Mexican library community.

9.3 Bylaws

C. Easton reported that the Committee had not had any bylaws changes to consider. The Committee has been reviewing the language of the bylaws.

9.3.1 Mailing procedures

D. Jaeger, last year's Board Liaison to the Bylaws Committee, said that last year's committee had developed mailing procedure guidelines for the Bylaws Committee. These guidelines need to be standardized for the entire organization after consulting with committee chairs.

ACTION: C. Easton will ask Bylaws to develop mailing procedure guidelines to be used by the entire organization.

DATE: By January Board Meeting

9.4 Continuing Education

D. Jaeger reported on CE's recent continuing education events. He also reviewed CE's plans to ensure the widest outreach possible. Committee members have been assigned event planning for various regions and other projects. Evelyn Council and Priscilla Shontz, CE Committee Co-Chairs, plan to develop guidelines for selecting CE events. Board members stressed the importance of varied locations and diverse events for NASIG sponsorship.

Carole Bell and Pat Loghry are reviewing ways to strengthen the mentor program. Several mentors and mentees did not meet each other at the UCSD conference.

Board members wondered if the *Human Resource Directory* was being used by anyone. The online *Directory* provides a list of members who can speak, advise, or consult on a variety of topics.

ACTION: D. Cochenour will ask ECC to gather statistics on the use of the online *Human Resource Directory*.

9.5 2000 Conference Planning Committee Wrap-Up

P. Wallace had no additional report.

9.6 Database & Directory

P. Wallace reported that Rose Robischon, Chair of D&D, had been loading the *Directory* to the Webserver. ECC and Bee.Net are working on some minor problems with uploading the *Directory* and corresponding HTML pages to the server.

Kim Maxwell has volunteered to serve as the desktop publisher for a second year.

Board members discussed layout of the 2001 *Membership Directory* and what information might be omitted from the print *Directory* and shifted to the Web only. Such a shift would also reduce *Directory* printing and mailing costs.

ACTION: P. Wallace will gather input from D&D on what might be deleted from the paper *Directory* and report back to the Board.

9.7 Electronic Communications

9.7.1 Web site maintenance problems

D. Cochenour reviewed NASIGWeb's maintenance problems. ECC is working with Bee.Net to find a solution to these problems. C. Simser reported on the problems that the *Newsletter* editorial staff had had in accessing the Web site and uploading files to the server. The maintenance problems caused a delay in making available online the September issue of the *Newsletter*.

9.7.2 Bee.Net service review

D. Cochenour reported that Margi Mann, ECC listowner and co-chair, has been working with Bee.Net to evaluate the current level of services and NASIG's monthly payment.

9.7.3 Chat room service options

D. Cochenour reported that M. Mann had worked with Bee.Net to identify possible chat room service options. Chat room services would allow committees the possibility of real-time conferencing on the Internet. Board members discussed the various options.

ACTION: The Board decided not to offer chat room service to members at this time. They asked that ECC retain the information on chat room service.

9.7.4 Conference Brochure

P. Wallace asked if there would be space on the Bee.Net server for the 2001 conference brochure and Web site rather than having them on Trinity University's server. Michael A. Brown will be the Webmaster for the conference Web site. He will work with Danny Jones to coordinate graphic design for the Web site and the brochure. D. Cochenour believed the Bee.Net server would have enough space to host the 2001 conference brochure and Web site on its server.

ACTION: The Board agreed that the 2001 conference brochure and Web site could reside on the Bee.Net server.

9.7.5 NASIGWeb layout

Board members discussed the layout of NASIGWeb. Suggestions were made to add a button for joining NASIG and to make it possible to search the entire Web site.

ACTION: D. Cochenour will ask EEC to add a button on NASIGWeb for joining NASIG and to make it possible to search the entire Web site.

9.8 Evaluation & Assessment

F. Wilkinson reported that E&A had completed the evaluation of the 2000 conference. An article summarizing the evaluation results will appear in the December 2000 *Newsletter*.

C. Foster requested that E&A send full conference reports to the past and present PPC Co-Chairs. Previously, PPC Co-Chairs had only received reports on conference speakers.

ACTION: F. Wilkinson will ask E&A to update its committee procedures to indicate that past and current PPC Chairs should receive the full conference report.

Board members discussed E&A's proposed changes to the evaluation form. The Committee asked if the form needed to continue evaluating content and presentation style of each program. In recent years, the ratings of content and presentation style have been nearly identical. Not evaluating both elements would also save printing costs. F. Wilkinson also wondered if the form should continue asking about geographic preference for NASIG conferences and if attendees would be willing to have their institution serve as a conference site.

ACTION: The Board asked E&A to write a recommendation on whether or not to continue evaluating both content and presentation style of conference programs.

DATE: For the January 2001 Board Meeting

ACTION: The Board agreed that the evaluation form would discontinue asking about geographic preferences for NASIG conferences.

ACTION: The Board agreed that the form would discontinue asking attendees if they would be willing to have their institution serve as a conference site. Instead, the evaluation form will list the NASIG Internet address, where those interested in having

their institution serve as a possible conference site will find the necessary information.

9.9 Newsletter

C. Simser, Electronic Production Editor, reported that 8 people had volunteered to serve as Print Production Editor. Jim Michael has been selected as the new Print Production Editor. Starting with the March 2001 issue, Donnell Ruthenberg will serve as the Submissions Editor.

9.9.1 Advertise for Editor?

C. Foster reported that Steve Savage's term as Editor-In-Chief will end in June 2001. He is eligible to serve a second term.

ACTION: C. Foster will ask S. Savage if he wishes to serve a second term. If he does not want to serve a second term, C. Foster will form a search committee for a new Editor-In-Chief.

[Note: A later clarification revealed that Savage's second term began in June 2000 and extends to 2002. The Editor-in-Chief position has a 2-term limit, so a search committee will be formed as the end of Savage's second, current term nears.]

9.10 Nominations & Elections

D. Tonkery announced that 45 names had been submitted for nominations. Eight of these individuals were nominated for more than one office. Because the 2001 conference will be held in May instead of June, the timetable for the ballots has been adjusted to allow earlier announcement of election results. The target date for mailing the ballots is usually February 15. For the 2001 election, it will be moved to February 1.

Board members expressed the concern that N&E ensure that any candidate for Treasurer fully understands the commitment required. The responsibilities of the Treasurer have become increasingly complex in the last few years. Anyone considering the position of Treasurer needs to have support from their institution or organization.

9.11 Proceedings

D. Cochenour reported that editing the *Proceedings* for the 2000 conference was a fairly smooth process. All conference sessions are represented in the *Proceedings*. One paper is based on an edited version of an audio transcription. Another is an expanded version of a *Newsletter* report. The work of Lynne Griffin, the Web

Editor of the *Proceedings*, and Kathryn Wesley, the Indexer, will begin this spring.

9.11.1 Haworth question about electronic links

Haworth, the publisher of the *Proceedings*, has asked to have access to the Internet version of the *Proceedings* on NASIGWeb. Board members were agreeable to charging Haworth for access to the electronic *Proceedings* since a volunteer spends considerable time and effort in producing the html version.

ACTION: C. Foster will contact Haworth about access to the electronic *Proceedings* and the charge for that access.

9.11.2 Advertise for 2001 Proceedings Editors

D. Cochenour announced that 2001 *Proceedings* Editors would be advertised for during spring 2001.

ACTION: D. Cochenour will chair a search committee for the 2001 *Proceedings* Editors. She will advertise for the new editors on NASIG-L.

DATE: Before January 2001

9.12 Publications

C. Easton reported the Committee was working on gathering ideas for possible *NASIGuides*. *NASIGuides* are written on topics related to serials. One person is currently writing a *NASIGuide*. Board members suggested that the committee might get ideas for *NASIGuides* from program proposals and poster sessions.

C. Easton asked about the history of translating the *CONSER Cataloging Manual* into Spanish. A survey of the Mexican library community had revealed interest in translating the manual into Spanish. Lisa Furubotten and Elizabeth Steinhagen met at the 2000 conference to discuss the translation project. Board members did not believe that any financial support had been requested for the project.

ACTION: C. Easton will verify the status of this project and its estimated cost.

9.12.1 Handout packets

C. Easton reported that over 200 handout packets had been sold at the UCSD conference. NASIG usually does not break even on selling the packets. In reviewing the 2000 packet, C. Easton felt some guidelines needed to be developed for content and technical standards. Board members also discussed the possibility of offering the handouts in electronic rather than paper form.

DECISION: The cost of the handout packet for the 2001 conference will be \$35 (US).

ACTION: C. Easton will work with the Publication Committee and P. Wallace, CPC Board Liaison, to develop guidelines for the handout packet.

DATE: To be completed by December 15.

9.13 Regional Councils & Membership

Anne McKee described the current structure of RC&M. She announced that Paula Sullenger had agreed to serve as RC&M's Webmaster.

10.0 Task Force Reports

10.1 Poster Sessions

F. Wilkinson reported that NASIG's first poster sessions at the UCSD conference were a success.

ACTION: The Board extended special thanks to L. Macklin and the rest of the task force members for their hard work.

The Board reviewed the Task Force's report and recommendations.

ACTION: The Board agreed that the poster sessions should continue to be a part of NASIG conference.

ACTION: The Board agreed that PPC should be responsible for coordinating the poster sessions.

ACTION: The Board agreed that formal guidelines should be developed for the evaluation and selection of poster sessions with an emphasis on non-commercialism.

ACTION: The Board agreed that the call for poster sessions should be sent to the same discussion groups as those used for the call for papers. The Publicist will be responsible for issuing the call for poster sessions.

ACTION: The Board agreed that more formal guidelines should be developed on presenting poster sessions (e.g., type and size of font, general graphical design issues, etc.).

ACTION: The Board decided not to include poster session handouts in the conference handout packet. The original intent of the packet was to provide handouts for sessions people could not attend. Poster sessions are held during a no-conflict time.

ACTION: The Board agreed that PPC should develop a separate evaluation form for poster session

presenters. PPC will conduct this evaluation for the next two years only.

ACTION: The Board agreed that the timeline for poster sessions should be reviewed and updated.

ACTION: The Board agreed that a printable flyer about the poster sessions should be posted on NASIGWeb.

ACTION: The Board decided not to develop an abstract booklet for the poster sessions. The poster session abstracts will be included in the *Conference Proceedings*.

10.2 Bilingual Focus Group

D. Jaeger reported on the focus group's progress. They have been rethinking NASIG's participation in Mexican library conferences and considering what venues are the most effective for reaching librarians in Mexico. The Focus Group is also considering ways of maintaining closer relations with schools of library and information science in Mexico.

The Board reviewed the Focus Group's recommendations.

ACTION: The Board decided not to develop a Spanish version of NASIGWeb at this time for financial and technical reasons.

ACTION: The Board supported the idea of a colleague from Mexico presenting a session at the 2001 conference. PPC is considering such a proposal.

10.3 Strategic Plan/Vision 2010

C. Foster reported that the Task Force has not been able to move forward with the Board's suggestions to conduct a written membership survey followed by a cyberforum of key issues and draft a vision statement. Two members have asked to be replaced on the Task Force.

C. Foster consulted with Judy Luther to explore how NASIG can best approach updating its strategic plan. Board members discussed ways of reforming the Task Force.

ACTION: C. Foster will reconstitute the Task Force as soon as possible in light of recent discussions.

DATE: Give a substantive progress report by the May Board meeting.

11.0 Wrap Up

C. Foster requested that reports for the Midwinter Board meeting be sent to her by January 2, 2001.

MINUTES OF THE NASIG BOARD MEETING

JANUARY 2001

Meg Mering, NASIG Secretary

Dates, Times: January 11, 2001 (2:30p.m.-6:10p.m.); January 12, 2001 (8:30a.m.-noon)

Places: Washington, D.C.

Attending: Connie Foster, President
Maggie Rioux, Vice-President/President-Elect
Meg Mering, Secretary
Gerry Williams, Treasurer
Dan Tonkery, Past President

Donnice Cochenour
Christa Easton
Don Jaeger
Anne McKee
Pat Wallace
Fran Wilkinson

Guests: Beatrice Caraway, Co-Chair, 2001 Conference Planning Committee
Mary Page, Lisa Macklin, Co-Chairs, 2001 Program Planning Committee

1.0 Welcome

C. Foster welcomed Board members and guests to the Midwinter Board meeting.

2.0 Secretary's Report

2.1 Board actions since fall meeting

M. Mering compiled the following Board decisions since the November meeting for inclusion in the minutes.

- a. Approved the minutes from the November Executive Board meeting.
- b. Agreed that the new grant to be geared toward the Mexican library community would be called the NASIG-Mexico Conference Grant. CE has been asked to develop this grant.
- c. Approved the 2001 conference rates for daily commuters, for attendees spending extra nights, and for accompanying guests who require housing only.
- d. Agreed that Haworth Press should provide an index in the "journal" version of the *Proceedings* until they make available a searchable online version.
- e. Agreed to allow Haworth Press to produce a colorized version of the membership brochure for stuffing inside *Serials Librarian* and possibly other relevant Haworth journals. Agreed also to let Haworth include the brochure in the next *Serials Publications* mailing since they would be using their own mailing list.
- f. Approved the slate of candidates for Vice President/President Elect, Treasurer, and Members-At-Large presented by the Nominations & Election Committee

g. Agreed that a private tour company rather than CPC would handle the 2001 post-conference tours and payment for them.

2.2 Board roster updates

M. Mering distributed updated copies of the 2000/01 Board roster.

2.3 Stationery design

M. Mering announced that Penny Lane Printing would be mailing her letterhead with the new NASIG logo this week. She reported that the printer had problems in filling the letterhead order in a timely manner.

ACTION: M. Mering will explore other options for printing the organization's stationery.

2.4 Working calendar

M. Mering distributed copies of the updated working calendar.

ACTION: M. Mering asked that any further corrections to the calendar be sent her.

DATE: February 1, 2001

3.0 Treasurer's Report

3.1 Membership report

G. Williams reported that 69% of the membership has renewed for 2001. Second renewal notices were sent out on January 7. This renewal rate is consistent with past years.

3.2 Report on 2000 budget

G. Williams reported that the organization had spent \$3,658.17 less than its projected budget. Investments have gone down slightly in value. Interest income was up for the year. Not all committees spent their entire budgets. Membership income remains steady.

3.3 Report on 2001 budget

G. Williams reviewed the budget for 2001. The 2001 budget represents a slight decrease in projected expenses from 2000.

3.4 Report/**ACTION:** Employee Dishonest Bond for the position of Treasurer

G. Williams reported that bonding the position of Treasurer would cost \$250 a year. Board members asked if this fee applied to non-profit organizations and if the fee covered others in the organization who handled money.

ACTION: The Board approved bonding the position of Treasurer pending satisfactory answers to the Board's questions.

4.0 Committee Reports

4.1 Archives

4.1.1. Advertise for Archivist

The Board discussed advertising for a new NASIG Archivist since the current Archivist's term expires this summer.

ACTION: M. Mering and A McKee will serve on the search committee for a new Archivist.

ACTION: M. Mering will prepare a call for applications for Archivist. She will post the call on NASIG-L.

DATE: The call will be posted on January 25, 2001 with deadline of February 16, 2001.

4.1.2 Retention guidelines, final version

M. Mering distributed copies of the final version of the archive retention guidelines prepared by Marilyn Fletcher, NASIG Archivist.

ACTION: The Board approved the archive retention guidelines. M. Mering will post the guidelines on Chairs-L.

4.1.3 Permanent Location for Archives

The Board discussed the possibility of having a permanent location for the archives rather than moving them every three years. The Board wondered how the archives would be maintained and how members would access materials from the archives if they were housed in a permanent location.

ACTION: M. Mering will ask M. Fletcher her recommendations on the how the archives should be maintained and how members should access materials from the archives if they were housed in a permanent location.

4.2 Awards & Recognition

D. Jaeger reported that the Horizon and the student grant awards and the Schwartz Education Scholarship have been advertised. An announcement on NASIG-L will be made shortly on this year's Tuttle award recipient.

ACTION: D. Jaeger will ask A&R to prepare a list of past Tuttle award recipients and the title of their projects for NASIGWeb.

4.3 Bylaws

C. Easton reported that the Committee was preparing guidelines for bulk mailings.

ACTION/DATE: Bylaws will have a draft prepared for the Board by February 16, 2001.

4.4 Continuing Education

D. Jaeger reported that CE has followed the Board's recommendations by working to diversify the locations and the topics of continuing education events.

Lisa Furubotten and Elizabeth Parang have been developing the first NASIG/Mexico conference student grant. They are working in cooperation with three professors from UNAM.

ACTION: The Board reconfirmed that CE would be responsible for all aspects of the grant including its development, reviewing applications, and introducing the recipient at the 2001 conference.

4.5 Database & Directory

P. Wallace reported that 26% of the membership has selected the option to receive the *Newsletter* only in electronic form. 10% of the membership has selected the

option to receive the *Directory* only in electronic form. The Board discussed the implications of these statistics and the possibility of only offering the *Directory* and the *Newsletter* in electronic form.

P. Wallace asked the Board if they wanted to continue to receive two copies of the 2001 *Directory*.

ACTION: D&D will continue to send two copies of the *Directory* to Board members.

4.6 Electronic Communications

D. Cochenour reported that since the November Board meeting, ECC has been working on a number of Board action items. They have added a "Join NASIG" button to NASIGWeb. A subdirectory has been established for the 2001 conference brochure. Bee.Net increased the daily maximum for e-mail attachments from 200k to 20,000k for the Nominations Committee to facilitate exchange of nomination documents. A list of the NASIG Presidents has been added to the organization page.

EEC compiled December 2000 activity statistics for the *Human Resources Directory* Web page. The *Directory* is the seventeenth most requested page on NASIGWeb. Other statistics are available for committees to analyze their Web pages.

ACTION: D. Jaeger will share this statistical information with CE.

By May, Beth Toren plans to make it possible to search the entire NASIGWeb site.

The Board identified Web liaisons for several committees.

4.7 Evaluation & Assessment

The Board reviewed E&A's proposal to discontinue giving each plenary, concurrent, and workshop speaker two rating numbers, one for content and one for presentation, on the conference evaluation form. The majority of speakers receive identical ratings for content and presentation. The evaluation form includes a comment section for each session, which allows for useful feedback for PPC and the speakers. Having only one rating for each speaker would reduce by 1/3 the evaluation form and also save copying and postage costs.

ACTION: The Board agreed to discontinue giving each speaker a separate rating for both content and presentation on the conference evaluation form. Speakers will instead receive a single rating.

The Board discussed how the evaluation could help identify conference attendees who might want to host a future NASIG conference at their institution.

ACTION: The Board agreed that the evaluation form would list the Internet address for the NASIG Conference Site Selection form and whom to contact if someone is interested in hosting a conference. The form would also ask for their name and contact information if they prefer for someone to contact them.

[Later in the agenda, Board liaison F. Wilkinson asked the Board members and the PPC and CPC Co-Chairs for evaluation questions that would be specific to the 2001 conference]

4.8 Newsletter

C. Foster reported that Jim Michael is the new Print Production Editor. The editorial staff's problems with accessing the Web site and uploading files to the server have been resolved by ECC.

The Board discussed the possibility of discontinuing the print version of the *Newsletter*. If it were only offered in electronic form, the Editorial Board would not see any significant changes in their work. The main outcome would be a minimal budget for the Committee.

ACTION: The Board agreed that 2001 would be the last year of producing the print version of the *Newsletter*.

ACTION: C. Foster will announce the change in the *Newsletter's* March 2001 issue. The other 2001 issues will remind members that the *Newsletter* will only be available electronically starting in 2002.

ACTION: S. Savage will inform Curry Printing that NASIG will be discontinuing its paper version.

DATE: ASAP

4.9 Nominations & Elections

D. Tonkery reported that N&E was gathering biographical information from the candidates for the 2001 Executive Board elections.

Board members discussed how the responsibilities of the Treasurer have become increasingly complex in the last few years.

ACTION: The Finance Committee will update the description of the Treasurer's responsibilities.

DATE: Spring 2001

4.10 Proceedings

D. Cochenour reported that Michelle Fiander, 2000 *Proceedings* Co-Editor, has updated the *Proceedings* manual. D. Cochenour will investigate getting the manual mounted on NASIGWeb. The proofs of the *Proceedings* have been received from Haworth.

The call for *Proceedings* Editors for the 2001 conference was posted twice to NASIG-L. Two individuals expressed interest in serving as Editors.

ACTION: D. Cochenour will contact the two individuals to see if they would like to be considered as a single team for *Proceedings* Editors.

DATE: January 2001

Board members discussed issues involving the *Proceedings* and an electronic version of *Serials Librarian* to be offered by Haworth.

ACTION: The Board agreed that further information is needed. C. Foster will continue working with Haworth Press.

4.11 Professional Liaisons

A. McKee reported that the Professional Liaisons had no pending actions.

4.12 Publicist

A. McKee reported that she had written an article about NASIG for *D-Lib*. In the fall, she wrote an article for IFLA's Serial Section's newsletter.

A. McKee recommended that NASIG membership brochures be handed out at IFLA's 2001 conference in Boston.

ACTION: A. McKee will ask IFLA's Serial Section if they would be willing to have NASIG brochures at their booth.

The Board discussed what discussion lists the Publicist uses to send out information about NASIG. A. McKee stated that to send messages on some of the lists she has to subscribe to them or ask other people to send the messages for her.

ACTION: A. McKee will send a message to the Board list with the names of the discussion lists which she must subscribe to or ask other people to send the message for her. The Board will evaluate if she still needs to send messages to these lists.

DATE: March 1, 2001

4.13 Publications

C. Easton reported that the Publications Committee was preparing for its preconference on how to get published. The Committee hopes to publish the preconference as a *NASIGuide*.

The Committee is exploring the possibility of issuing the 2002 handout packet in electronic form. The packet for the 2001 conference will be available only in paper.

The Committee did not budget for any cost relating to the translation of the *CONSER Cataloging Manual*.

4.14 Regional Councils & Membership

A. McKee reported that 25% of the non-member conference attendees who received membership packets after the 2000 conference became NASIG members.

ACTION: A. McKee will tell R&M to continue sending membership packets.

5.0 Task Force Report

5.1 Electronic Records: Final Report

C. Foster reviewed "Final Report on Electronic Archiving Project" for NASIG, dated January 5, 2001. The primary recommendation was that NASIG continue to have a print-and-save archive and examine on a case-by-case basis any permanent electronic storage. The report also recommended that the Archivist and EEC work more closely with one another.

NASIGWeb serves as a quasi-archival repository for the organization's electronic information. The report suggested learning more about Bee.Net's management and maintenance procedures for NASIGWeb.

ACTION: D. Cochenour will investigate further Bee.Net's management and maintenance procedures for NASIGWeb.

ACTION: The Board accepted M. McFarland's report and thanked him for his work. C. Foster will ask M. McFarland for permission to post the report on CHAIRS-L and to share with those who apply for the Archivist position.

The Board members discussed the paper files of past NASIG Presidents and what they should send to the archives.

ACTION: C. Foster will e-mail the past NASIG Presidents and remind them to send M. Fletcher any documents that would be important to the archives.

She will include the newly approved archive retention guidelines.

5.2 Bilingual Focus Group

D. Jaeger reported that the Bilingual Focus Group has made some progress in addressing its charge since the fall Board meeting. The Group has discussed how NASIG can use its awards and scholarship as outreach to the Mexican and Puerto Rican library community. They also considered ways the organization could demonstrate more understanding of and sensitivity to the socio-cultural aspects of Mexican and Puerto Rican librarianship.

The Focus Group will submit its final report for the May Board meeting.

5.3 Strategic Plan

C. Foster announced that Tina Feick has agreed to chair the Strategic Plan/Vision 2010 Task Force. The Task Force will prepare a progress report for the May Board meeting.

6.0 2001 Program Planning Committee

M. Page reported on the progress of planning the preconference, plenary, and concurrent sessions for the 2001 conference. She also reviewed the daily conference schedule, which closely parallels that of the 2000 conference. B. Caraway noted that a block of rooms for speakers is being reserved at AmeriSuites.

ACTION: M. Page will send G. Williams and B. Caraway a list of speakers for the preconference, plenary, and concurrent sessions.

ACTION: The Board agreed to charge \$40 for the preconference on getting published and \$50 for the preconference on licensing.

L. Macklin reported that the 2001 conference would have 24 workshops. The planning for these workshops is

almost complete. Publicity and procedures for the poster sessions is forthcoming.

ACTION: The Board thanked PPC for their work.

7.0 Conference Planning Committee Report

7.1 Souvenirs

The Board and B. Caraway discussed possible souvenirs for the 2001 conference.

The Board and B. Caraway reviewed what souvenirs from UCSD and previous conferences have not been sold. Board members expressed concern about the cost of shipping souvenirs from one conference site to another and recommended a clearance sale.

7.2 Format of Print Brochure

P. Wallace reported that Michael Brown had been working on the design of the print brochure as well as the Web site information, which will be used to supplement the print brochure. The Board and B. Caraway discussed various styles of brochures.

ACTION: The Board approved using the traditional folio newsletter style brochure.

8.0 Site Selection

F. Wilkinson and M. Rioux reported on their January 10, 2001, site visit to the College of William and Mary.

ACTION: The Board approved the College of William and Mary as the site for the 2002 conference.

F. Wilkinson and A. McKee will make a site visit to the University of Utah in April 2001.

The meeting was adjourned at noon. The next Board meeting will be held May 22, 2001 at Trinity University in San Antonio.

ERRATA

On page 1 of the December 2000 *NASIG Newsletter*, in the "President's Corner," June Chressanthis was incorrectly cited as the author of the Conference Evaluation Report for the 2000 NASIG Conference. The correct author was Lillian DeBlois, as indicated in the article. The error was the fault of the *Newsletter* Editorial Board, rather than that of Connie Foster, author of the "President's Corner." The *Newsletter* staff offers apologies to Connie, Lillian, and June. The error has been corrected in the online versions of the issue.

TREASURER'S REPORT

Geraldine Williams

NASIG's budget is maintained on the calendar year for tax purposes. The budget expenditures other than the conference are less than the \$104,000 budgeted for the year.

2000 BUDGET EXPENDITURES

Administrative-Board Expenses	16,575.32	Finance	4,055.72
Awards & Recognition	11,837.65	Nominations & Elections	1,291.94
Continuing Education	7,753.56	Database & <i>Directory</i>	13,774.16
Conference Site 2001	728.72	<i>Newsletter</i>	12,054.46
Conference Site 2002	1,197.39	<i>Proceedings</i>	166.12
Electronic Communications	10,723.00	Regional Council & Membership	2,418.87
Evaluation	184.25	OVERALL TOTAL	82,761.16

Our balance sheet as of December 31,2000 is shown below. This approximately covers the approved budget for 2001.

BALANCE SHEET: ASSETS, AND LIABILITIES & EQUITIES

ASSETS: CASH, BANK ACCOUNTS, AND INVESTMENTS

Cash and Bank Accounts			
Charles Schwab-Cash	28,029.93	Investments	
Checking-264	14,340.16	Charles Schwab	27,448.71
Savings-267	45,639.22	TOTAL Investments	27,448.71
TOTAL Cash and Bank Accounts	88,009.31	TOTAL ASSETS	115,458.02

LIABILITIES & EQUITY

Liabilities	0.00
Equity	115,458.02
TOTAL LIABILITIES & EQUITY	115,458.02

At the fall Board meeting, the Board approved the 2001 operating budget.

2001 OPERATING BUDGET

Administrative	19,250
Archives	1,580
Awards and Recognition	13,350
Bylaws	900
Conference Planning	1,000
Conference <i>Proceedings</i>	700
Conference Program Planning	350
Conference Site	1,600
Continuing Education	15,000
Database and <i>Directory</i>	14,737
Electronic Communications	8,340
Evaluation & Assessment	872
Finance	4,250
<i>Newsletter</i>	13,525
Nominations & Elections	1,435
Publications	2,850
Publicist	1,475
Regional Councils & Membership	1,040
TOTAL	102,254

2000 CONFERENCE BUDGET

The final figures on the 2000 San Diego Conference produced a positive cash flow. This provides additional funds to maintain year round services such as the Web site, continuing education, *Newsletter*, *Membership Directory*, etc.

INCOME		Late Night Socials	907.50
Conference – Registration	298,048.58	Conference – Meals	106,781.02
Preconference income	14,477.00	Conference – Souvenirs	2,993.21
Conference – Handouts	5,345.00	Credit Card Charges	3,691.25
Conference – Tours	9,046.00	Conference – Photocopying & Printing	2,451.80
Conference – Souvenirs	4,720.00	Conference – Postage	1,873.18
Other	12,500.30	Conference – Registration Packet	6,991.61
TOTAL INCOME	344,136.88	Conference – Supplies	760.14
		Conference – Speakers	12,121.76
		Conference – Tours	5,995.93
EXPENSES		Conference – Transportation	10,010.45
Conference – Equipment Rental	16,978.73	Conference – Other	1,872.19
Preconference	810.51	Conference – Refund	14,704.66
Conference – Building Rent	9,949.00	Conference – Prepayment	8,400.00
Conference – Entertainment	5,100.00	Photocopying	4,755.48
Conference – Housing	98,839.94	Travel – Transportation	375.00
Conference – Liquor	1,488.57	TOTAL EXPENSES	317,101.93
		TOTAL 2000 CONFERENCE INCOME- EXPENSES	27,034.95

NASIG 2002 CONFERENCE SITE SELECTED

Fran Wilkinson, NASIG Executive Board, Site Selection Liaison

I am pleased to announce that the 2002 NASIG Conference will be held at the College of William and Mary in Williamsburg, VA on June 20-23, 2002. Conference Planning Committee Co-Chairs, Stephen Clark and Joyce Tenney, are already hard at work to plan one of the best NASIG Conferences ever!

Special thanks go to Joyce Tenney for her tireless efforts to identify potential conference sites in the Mid-Atlantic region and to Maggie Rioux who also served with me on the Site Selection Committee.

NASIG AWARDS

MARCIA TUTTLE INTERNATIONAL GRANT AWARDED

Claire Dygert, Co-Chair, NASIG Awards & Recognition Committee

The NASIG Awards & Recognition Committee and NASIG Executive Board are pleased to announce that the winner of the Marcia Tuttle International Grant for 2001 is Dr. Taemin K. Park, Serials Librarian, Indiana University.

The Marcia Tuttle International Grant was established in 1998 to provide funding for serials work of international scope that fosters international communication and education. Supported activities may include, but are not limited to, research, collaborative projects, job exchanges, and presentation of papers at conferences.

This grant, named in honor of Marcia Tuttle, whose many accomplishments have had a dramatic impact on the

serials profession, provides \$1,000 to help defray the costs of international travel.

Dr. Park will be presenting a paper at the 12th International Conference on New Information Technology in Beijing, China, May 29-31, 2001. Her topic will be on library education in information organization and access of networked resources, including online serials.

Please join the NASIG Awards & Recognition Committee and the NASIG Executive Board in congratulating Dr. Park and wishing her the best of good fortune in her travels.

TITLE CHANGES

[Note: Please report promotions, awards, new degrees, new positions and other significant professional milestones. You may submit items about yourself or other members to Carol MacAdam at clm@jstor.org. Contributions on behalf of fellow members will be cleared with the person mentioned in the news item before they are printed. Please include your e-mail address or phone number.]

Michael A. Arthur wants his NASIG colleagues to know that he started his new position as Assistant Head of Acquisitions Services at Ball State University Libraries on October 2, 2000 after having worked as support staff at Indiana University in Bloomington. Michael writes: "I started working at IU in a part-time support staff position and worked in three different departments during my time there. I completed my MLS in December 1999 and stayed on at IU until I accepted this position at Ball State. So, this is my first professional position, and it has been a very exciting change. I have been able to utilize the knowledge I acquired while pursuing the MLS as well as my almost 12 years working as support staff. I have found that my skills are better utilized now and that has encouraged me to become more involved than I was at the support staff level. I am grateful to the faculty at the Indiana University School of Library and Information Science because I feel the course work prepared me well for my career." Michael's new addresses are:

Ball State University Libraries
Bracken Library/Acquisitions
Ball State University
Muncie, IN 47306
Phone: (765) 285-5262
Fax: (765) 285-2644
E-mail: marthur@gw.bsu.edu

Sandy Barstow writes: "My news is that as of November 1, 2000, I was promoted to the position of Assistant Director for Administrative and Technical Services for the University of Wyoming Libraries. I will continue to serve as Acting Head of Acquisitions pending a review and possible reorganization of Technical Services." Sandy's addresses remain the same.

Cameron Campbell began his new position as Director of Indexing at the American Theological Library Association on August 1, 2000. Cameron was previously Head of Serials Cataloging at the University of Chicago Library. His new addresses are:

American Theological Library Association
250 South Wacker Drive, Suite 1600
Chicago, IL 60606-5834
Phone: (312) 454-5100
Fax: (312) 454-5505
E-mail: ccampbell@atla.com

From **Karen Chan** we have this news: "I started my new position as Technical Services Coordinator at California University of Pennsylvania last August. Previously, I was the Serials/Government Documents Librarian at Eastern Washington University. I happened to be moving from Washington to Pennsylvania during the peak of United Airlines pilots strike. To avoid the messy air travel situation, I decided to take the train across the country. It turned out to be a nice 2 1/2-day train ride. And I was glad to see the beautiful country!" Karen's new addresses are:

California University of Pennsylvania
Manderino Library
250 University Avenue
California, PA 15419-1394
Phone: (724) 938-1650
Fax: (724) 938-5901
E-mail: chan@cup.edu

Kayo Denda has a new position as Women's Studies Librarian in the Douglass Library at Rutgers State University. She was previously Assistant Librarian in the Historical Studies/ Social Science Library of the Institute for Advanced Studies in Princeton, NJ. Kayo writes: "I am no longer at the IAS. I miss it very much and enjoyed it for 3 1/2 years. My responsibilities here at Rutgers are more extensive. I am in charge of the collection development in Women's Studies, and I also function as the liaison with the Women's Studies Program (soon to be a full department). I am delighted with the new learning opportunities open to me in a large library system and the fact that I do collection development and serve as liaison with the faculty in the Women's Studies Program." Kayo's new addresses are:

Rutgers, The State University of New Jersey
New Brunswick Libraries, Douglass Library
8 Chapel Drive
New Brunswick, NJ 08901-8527
Phone: (732) 932-9407
Fax: (732) 932-6777
E-mail: kdenda@rci.rutgers.edu

Carol Gill is now the Information Technology Librarian at the University of the Incarnate Word. She was previously Science Librarian at Trinity University, San Antonio. Carol's new addresses are:

University of the Incarnate Word
Mabee Library
4301 Broadway
San Antonio, TX 78209-6397
Phone: (210) 829-3814

Fax: (210) 829-1220
E-mail: gill@universe.uiwtx.edu

From **Katy Ginanni** we have this news: "I returned from Peace Corps service in Zimbabwe in June 2000, and came back to EBSCO in September. My new position here is Training Specialist. I'll be training both EBSCO personnel and EBSCO customers on many of our Web-based services. And I'll now be traveling all over the world, not just the Southeastern U.S.!" You can read all about Katy's adventures in Zimbabwe in the December *NASIG Newsletter* in the 'Letters' section. Katy's new contact info is:

EBSCO Information Services
Web Development 2
PO Box 1943
Birmingham, AL 35201
Phone: (205) 981-5133
Fax: (205) 980-3900
E-mail: katyginanni@web.ebsco.com

Mary Iber is now Consulting Librarian for the Sciences at Cornell College. She was previously a student at the University of Iowa School of Library and Information Science. Mary's new addresses are:

1312 Sandusky
Iowa City, IA 52240
Phone: (319) 895-4240
E-mail: miber@cornell-iowa.edu

Kenneth Kirkland has retired from being Collection Development Coordinator at DePaul University. He tells us "My last working day at DePaul was April 3, 2000, 33 years to the day from when I began in 1967. Both days were Mondays. My standard response to 'what are your plans' is this: To read *The New York Times* and *The Chicago Tribune* every day and to keep up with 'Eastenders' on BBC America. I'm living up to those basic plans very well. Beyond that, I do volunteer work for a meals-on-wheels program, travel (especially to movie festivals), and think about getting things organized around the apartment. Travel plans include any and all NASIG conferences. I truly regret that I missed San Diego, not only because of the location and excellence of the program, as well as the lost opportunities to see colleagues, but because it spoiled my perfect attendance record at all conferences since (and including) Bryn Mawr. I was even at the preliminary (public) organizational meeting, which was held at DePaul. At least it took relatively 'dire' circumstances to keep me from San Diego: my second hip replacement operation, from which I am now fully recovered." Ken can now be reached at his home addresses:

2948 North Pine Grove Avenue
Chicago, IL 60657
Phone: (773) 325-7727
Fax: (773) 935-4035
E-mail: kkkirkland@aol.com

Bill McLeod has a new job in Washington, DC. He writes: "My title here at the Institute of Medicine Library of the National Academies is Research Librarian. I started on November 27, 2000. For me this job means a return to the Health Sciences environment in which I worked for over 6 years before taking a job with CAPCON Library Network in Washington, D.C. I was with CAPCON from Mar. 2000 to Nov. 2000, and I am very happy and relieved to be back in a Health Sciences Library. Before CAPCON, I was at the University of Maryland Health Sciences and Human Services Library where I worked as a Serials Cataloger and then for a time as a Systems Librarian. One of my top priorities here at IOM is acquiring access to some aggregation of full-text resources." Bill's new addresses are:

Institute of Medicine Library
The National Academies
2101 Constitution Avenue, NW
Washington, DC 20418
Work phone: (202) 334-1340
E-mail: wmcLeod@nas.edu
Fax: (202) 334-1651

Marilyn Moody is now the Associate University Librarian for Information and Research Services at the University of California, Santa Barbara. Her previous position was as Director of the Science and Engineering Library at the University at Buffalo (NY). Marilyn reports that she does NOT miss winters in Buffalo. Her new addresses are:

Davidson Library
University of California, Santa Barbara
Santa Barbara, CA 93106
Phone: (805) 893-7959
Fax: (805) 893-7060
E-mail: moody@library.ucsb.edu

Steve Oberg has much news for his NASIG colleagues: "I wanted to let other NASIG members know about a few changes in my job at Endeavor Information Systems. First, I recently received a promotion from System Analyst I to System Analyst II. Second, more recently my general job title was changed from System Analyst to Business Analyst. Same job, same responsibilities, just a different title! And on a personal note, my wife and I welcomed our little son Tristan Ross into the world on December 19, 2000. In short, life is full." Steve's addresses remain the same.

From **Bonnie Postlethwaite** we have this news: "I became Director of Information Services at Baker University in Baldwin City, KS on August 1, 2000 after nearly 10 years as Director of Library Technology at Tufts University in Medford, MA. My role at Baker includes strategic planning and operational responsibility for the library and computer services. The library will undergo renovation and expansion beginning the summer of 2001 with an anticipated completion in the summer 2002 and will become a technological center for the Baldwin campus and will indeed serve the entire Baker community. I am coordinating the temporary move out of the current space and the construction project. Baker has three schools in geographically separate locations: the College of Arts & Sciences is in Baldwin City; the School of Professional and Graduate Studies is headquartered in Overland Park, KS with branches in Wichita and Topeka, KS and Lee's Summit, MO; the School of Nursing is in Topeka. The library serves all of the schools, although the Nursing School is affiliated with Stormont-Vail Hospital and uses its medical library. The job provides me with new experiences in facilities, delivery of services and collections electronically, and management of information technology with special emphasis on academic technology. The location in the Greater Kansas City metropolitan area brings me much closer to family."

Bonnie's new addresses are:

Baker University
PO Box 65
Baldwin City, KS 66006-0065
Phone: (785) 594-8341
Fax: (785) 594-8425
E-mail: bpostle@harvey.bakeru.edu

David Rodgers has left his position as Serials Librarian at Baylor University in Waco TX. He writes: "I started my new job as Technical Services Librarian at Shawnee State University in February 2000. My responsibilities shifted from supervising all things serial to supervising all technical services: cataloging, government documents, serials, and acquisitions. My new setting is much smaller but has more variety. I like the close-knit university community and the opportunity to know many people across campus on a first name basis. I'm really enjoying the four distinct seasons that enhance the beauty of the Ohio River and the surrounding hill country of southern Ohio and eastern Kentucky."

David's new addresses are:

Shawnee State University
940 Second Street
Portsmouth, OH 45662
Phone: (740) 355-2410
Fax: (740) 355-2432
E-mail: drodgers@shawnee.edu

From **Jean P. Shipman** we hear: "I am tremendously enjoying my new position as Director of the Tompkins-McCaw Library for the Health Sciences at Virginia Commonwealth University. I am happy to be working with both the academic and health sciences libraries staff at VCU. I continue to be interested in developments in electronic serials, document delivery/ILL and collection issues relevant to research libraries." She began in this new position on August 1. Jean was previously Associate Director for Information Resources Management at University of Washington Health Sciences Libraries in Seattle, WA. Her new addresses in Virginia are:

VCU Libraries
Virginia Commonwealth University
P.O. Box 980582
Richmond, VA 23298-0582
Phone: (804) 828-0634
E-mail: jpshipma@vcu.edu
Fax: (804) 828-6089

Linda Shippert is now Research Librarian at the King County Department of Natural Resources in Washington. Linda was previously a Library Technician III and a student at the University of Washington. Linda's new work contacts are:

Phone: (206) 684-1129
E-mail: linashippert@yahoo.com

Georgia Smith has moved back home to central Pennsylvania. Here is how her odyssey went: "My undergraduate degree is from Bucknell University. While a student there I worked in the library and decided that I wanted to become a librarian. I got my MLS from Clarion University in May 1998 and landed an appointment as Coordinator of Serials Processing at University of Houston Libraries starting December 1999. With my family, we decided that it would be best if my partner and my young daughter stayed in Pennsylvania until the school year was over and then joined me in Texas. It transpired that his job here became more permanent than when I was job hunting, and they really didn't want to move that far away from our extended families. So I needed to look for something nearer to home. Happily, Lycoming chose to appoint me to a temporary instructional services librarian position beginning fall semester 2000. I moved back (along with Butch, a stray female feline who decided she was going to eat/sleep/play in my apartment) over Labor Day weekend, and I started my new job immediately. I really love my new job and the people I work with. Even though I am not in the realm of serials anymore, I completely value all the experience I gained over the years working with them. I feel that knowing how and why things are done 'behind the scenes' allows me to better explain things to our

patrons. I was able to attend NASIG in San Diego last year for the first (but hopefully not last) time and I met so many wonderful people! A few of them knew of my family's situation and not all of them know that I got a new job, so it is nice that they can read about it here."

Georgia's new addresses are:

Snowden Library
Lycoming College
Williamsport, PA 17701
Phone: (570) 321-4352
Fax: (570) 321-4090
E-mail: smithgr@lycoming.edu

Jean Smith is now Periodicals Librarian at Mesa College Library. She was previously Head of Acquisitions at California State University, San Marcos. Jean writes: "I started my new job in August, 2000. I am primarily responsible for the acquisition, processing, evaluation and management of the library's print and non-print journal collection and, in consultation with four other librarians, I coordinate the evaluation and acquisition of the reference databases."

Jean's new addresses are:

Mesa College Library
7250 Mesa College Drive
San Diego, CA 92111-4998
Phone: (619) 388-2550
Fax: (619) 388-2899
E-mail: jesmith@sdccd.net

Michael Somers left the University of North Carolina Charlotte as of January 15. He was OPAC Librarian there. Beginning February 1 his new position is Assistant University Librarian at Indiana State University. Michael sent his new Indiana State e-mail address (libsome@isugw.indstate.edu), but other addresses were not available at press time. Michael's new home addresses are:

1118 Greenleaf Court
Terre Haute, IN 47802
Phone: 812-298-8617

This news is from **Laurentiu Mircea Stefanu**. "I started my first professional position as Assistant Acquisitions Librarian at The University of Illinois at Chicago Library after graduating from the GSLIS at Urbana-Champaign in August 2000. The change was most welcome, and I took it as a return to professional status after working for almost three years as a paraprofessional (Library Technical Assistant). The syncope in my professional life happened upon my arrival in the United States as a permanent resident and was due to the fact that my Master's degree, earned in Romania, was not in Library Science, but in Geological and Geophysical Engineering. My five years work at The National Library of Romania, first as a librarian,

then as a head of department and the head of the national ISSN center, were 'waived.' Now I'm glad to be back as a professional librarian." Mircea's new addresses are:

University of Illinois at Chicago
Richard J. Daley Library
Acquisitions Department
801 South Morgan Street, Chicago, IL 60607
Phone: (312) 996-0168
Fax: (312) 413-0424
E-mail: mircea@uic.edu

Ana Arias Terry became Vice President of Informed Strategies in December 2000. She joins Judy Luther, President of the company, in expanding the scope of services provided to the academic and professional publishing community. Informed Strategies is a consultancy specializing in bridging the gap between providers and consumers of information through analysis, marketing, product development, and public relations for international publishers, vendors, intermediaries, and library consortia. Ana was previously President of Redstone Publishing. Her new addresses are:

Informed Strategies
633 South College Avenue, Suite F
Fort Collins, CO 80524
Phone: (970) 472-5985
Fax: (970) 490-5982
E-mail: ana.terry@informedstrategies.com

Marla J Whitney is now Director of Academic, Federal and Medical Sales for Faxon/RoweCom. She was previously Product Manager for Serials and Acquisitions at CARL Corporation. Of her new job, Marla writes: "I'm enjoying my return to Faxon. I look forward to working with the librarians and staff in my territory." Marla's new addresses are:

4581 East Wyoming Place
Denver, CO 80222
Phone: (720) 524-0530
Fax: (720) 524-0531
E-mail: whitney@faxon.com

In August **Roberta Winjum** moved from Hawaii to Nashville, TN. Roberta was at the University of Hawaii, Manoa from 1992 to August 2000 as Assistant Head of Serials, then Head of Serials, and finally as Interim Head of Collection Services. She is now Coordinator of Technical Services at Vanderbilt University Library, replacing Sylvia Martin who retired last May. Roberta's new addresses are:

Vanderbilt University Library
110 21st Avenue South, Suite 700
Nashville, TN 37203-2408
Phone: (615) 343-3826

Fax: (615) 343-8834
E-mail: winjum@library.vanderbilt.edu

NASIG HUMAN RESOURCES DIRECTORY WANTS YOU!

Laura Sill, NASIG Continuing Education Committee

Are you interested in sharing your professional expertise and experiences with others? Join other NASIG members in submitting your profile to the *NASIG Human Resources Directory*. The *Directory* is designed to help the information community become aware of NASIG members who are willing to speak, advise or consult on a variety of serials-related topics.

It's easy to submit a new or updated personal profile. Simply go to <http://www.nasig.org/education/>, click on the link for the profile form, and fill in the information requested. Continuing Education Committee members will then add your profile to the *Directory* and add your name to the Name and Skills Indexes.

The NASIG Continuing Education Committee invites and encourages your participation in this valuable resource. If you have questions about the *Human Resources Directory*, please feel free to contact the Committee by e-mail at cont-educ-1@nasig.org.

VOLUNTEER FOR NASIG

OPPORTUNITIES ABOUND!!!

Positions on numerous committees, task forces, editorial boards, and other positions will be available after the May 2001 conference.

To volunteer, please complete a form available at:

<http://www.nasig.org/members/forms/volunteer.html>

The deadline for submitting volunteer forms is

MARCH 15, 2001

for appointments beginning after this year's conference in San Antonio.

RECOMMENDATIONS FOR NASIG ELECTRONIC ARCHIVES

The NASIG Executive Board recently engaged Library Automation Consultants to identify recommendations for managing NASIG's electronic archiving needs. The following Summary is taken from the "Final Report on Electronic Archiving Project for the North American Serials Interest Group, Inc." prepared by Mark McFarland, MLIS. The Board reviewed the full report at its January 2001 meeting. For decisions related to this report, and further discussion of it, see the "President's Corner" and minutes of the January Board meeting, both in this issue of the *Newsletter*. The full report is located in NASIGWeb, from a link on the Archivist's page, or go directly to it at:

<http://www.nasig.org/committees/archivist/elecsecs.htm>

Summary

The main criteria to use in the decision about how best to manage electronic records should be based on the following factors:

- volume of electronic-only information being produced by the organization

- need to continue producing printed documents
- the purpose of the electronic-only information
- the resources and organizational structure available to manage this information
- cost associated with maintaining electronic archive

Given the fact that NASIG does not have the resources or the need to host a digital library environment coupled with the fact that most of the information produced by NASIG is intended for use in print formats it seems logical for NASIG to follow a "print and save" strategy for its electronic information when possible. However, due to the preponderance of source files from which most printed information is generated, it is also recommended that NASIG establish a set of guidelines for its members who are involved in creating and maintaining electronic source files for digital-only information and for printed information. Keeping the digital copy of an electronic record "permanently" implies regular cycles of data refreshing and migration in the context of regular cycles of hardware, operating system, and application upgrades.

With these routine maintenance cycles will come ongoing costs. In addition to routine costs there may be unexpected costs associated with new technologies that may be attractive and even essential to the preservation effort. For these reasons, the decision to maintain digital records is a very significant decision that will have impacts throughout the organization. Finally, NASIG should identify that group of electronic documents that needs a separate retention period, decide what those retention periods should be, then establish a process by which those documents are disposed of. Again, since NASIG is outsourcing its information systems management to a vendor, this will require cooperation between the NASIG Archivist and the vendor.

The appraisal of electronic records should involve answering two questions:

- Does a digital record have archival value?
- If so, must it be retained in digital form?

NASIG should not attempt to embark on the development of a locally operated digital archival repository due to the resources that would be required to implement and maintain such a repository.

Working Assumptions

We have been making the following assumptions with respect to your request for a report that responds to your stated concerns and issues: 1-that your need for printed information is not likely to change in the next 12 to 18 months; and 2- that you are not likely to change your desire for a remotely hosted/managed Web site in the next 12 to 18 months; 3- that the NASIGWeb functions as a de facto digital archive for a variety of organizational data.

OTHER SERIALS NEWS

HOLDINGS FORMATS COME OF AGE : THE MARC FORMAT FOR HOLDINGS DATA

New England Library Association (NELA) Conference, October 2, 2000, Worcester, Mass.

Reported by David Miller

Workshop and discussion by Ruth Haas (Widener Library, Harvard University) and Frieda Rosenberg (University of North Carolina at Chapel Hill)

Presented by the New England Technical Services Librarians (NETSL), the NELA Academic Librarians Section, and the North American Serials Interest Group (NASIG)

This well-attended and well-received program was presented in two ninety-minute parts, with an hour's break in between. The dedication shown by the attendees (very few left early or arrived late) is testimony to the fact that the MARC Format for Holdings Data (MFHD) may finally be coming into its own. Anecdotal evidence indicated that there were those who attended the 2000 New England Library Association Conference primarily to come to this session.

The presentation was, in addition, a selective preview of a new Serial Holdings Workshop from the Serials Cataloging Cooperative Training Program, which will officially be available from the Library of Congress in February 2001. The PowerPoint slides used were taken directly from a draft of this course, co-authored by Frieda Rosenberg and Thom Saudargas of the College Center for Library Automation in Tallahassee, Florida.

The program's two sections were coordinated approximately with its two time periods, with the two presenters, Ruth Haas and Frieda Rosenberg, alternating throughout the morning. The first section, "Holdings Formats Come of Age," introduced the multiple library functions served by MFHD, as well as a discussion of why it has taken so long for the format to become established in practice. Reasons for the latter include the traditional perception of holdings as "local" data that do not need to be shared as bibliographic data does, a plethora of local workflows, and propriety formats for data storage and display in automated systems. Nevertheless, the benefits of standardized holdings data are beginning to be widely realized: among these are enhanced union listing and Z39.50 searching, library-to-library data exchanges, and improved linkages from indexes to local holdings. There followed a discussion of the relationships between the two tracks of standards creation: those for holdings display (particularly NISO Z39.71) and holdings communication (primarily MFHD).

The first section of the program concluded with information about the CONSER Publication Patterns and Holdings Initiative, which is dedicated to the creation of a "pattern and holdings archive." Such an archive would have many benefits for libraries, particularly the cooperative creation of sharable information for serials management that is both accurate and detailed. The with

CONSER experiment began officially on June 1, 2000, pairs of 891 fields added into OCLC records, the first field containing captions and pattern data, the second including enumeration and chronology information. For more information, see the CONSER Web site, at: <http://lcweb.loc.gov/acq/conser/patthold.html>

The second part of the program, which occupied two of the sessions' three hours, was a detailed exposition of MFHD itself. The presentation was augmented by handouts, which included Haas' and Rosenberg's information-filled PowerPoint slides, in addition to a five-page summary of the format elements. The presenters focused on 1) the MFHD control fields (leader-008), plus location and access fields (852, 856); 2) the captions and patterns fields, including enumeration and chronology (853-865); and 3) the textual holdings fields (866-868). In

addition to the coding of these elements, they explained concepts such as data compressibility and expansion, levels of enumeration and chronology, the varied relationships between 85X and 86X fields, and the appropriate uses of textual vs. coded holdings data.

Haas and Rosenberg provided coding exercises to be done on one's own (with an answer sheet graciously included). The program required more sustained concentration than most conference programs in this writer's experience, but it was regarded as time well spent by most. Written comments included "very thorough, well-organized, and informative," "excellent handouts which will help when back in the 'real world'," and "clear and precise outline and explanations." There was, in addition, a call for more: "This topic needs to be done again. As more consortia try to embrace MFHD we need to learn as much as possible."

SCCTP LAUNCHES SERIAL HOLDINGS COURSE

Carroll Davis, Acting CONSER Specialist, Library of Congress

Materials for the SCCTP Serial Holdings Workshop, the second course introduced in the Serials Cataloging Cooperative Training Program, have been completed and may be ordered from Library of Congress' Cataloging Distribution Service. Sharon Wiles-Young (Lehigh University) gave a test presentation of the workshop in Athens, Georgia, at the University of Georgia, in November 2000. The Library of Congress hosted a train-the-trainer session for the new course in Washington, D.C., at the Library of Congress, on January 11-12, before the ALA 2001 Midwinter Meeting, with Wiles-Young and Cathy Kellum (OCLC) as instructors and with twenty-nine new trainers from the United States, Canada, and Mexico participating. As of mid-January 2001, two holdings workshops had already been scheduled: one in Lacey, Washington, on January 25, sponsored by OCLC Western; and one in Montgomery, Alabama, on April 10, in conjunction with a meeting of the Alabama Library Association.

Frieda Rosenberg (University of North Carolina, Chapel Hill) and Thom Saudargas (College Center for Library Automation) authored the Serial Holdings Workshop course materials. Both are veteran holdings trainers and have been strong advocates in NASIG and other serial-interested circles for implementation of holdings standards. The need for effective training materials in the area of serial holdings has been recognized for years by serialists, especially with the increase of library systems using predictive check-in, and was identified as an immediate goal by the CONSER Task Force on Publication Patterns and Holdings. This new set of training materials, it is hoped, will facilitate

implementation of holdings standards in local operations and should greatly improve the environment for cooperative exchange of publication pattern and holdings data, such as in the pilot CONSER Publication Pattern Initiative.

The course provides the basic principles of creating holdings records and publication patterns, along with background information on why holdings are important and a brief description of the development of key standards. All the workshop materials are based on the MARC 21 Format for Holdings Data (MFHD) and ANSI/NISO Z39.71--1999. Exercises on creating formatted and free text holdings and publication patterns are provided, for flexible use or adaptation in particular training situations. The instructions and exercises are system-neutral, but the course includes time for discussion of local system implementation. Course units and appendix materials are arranged so as to be useful for reference purposes after in-class training is over. The workshop is designed for those who are new to MFHD, including those who have created holdings records using other mechanisms, such as OCLC's local data records. While the course is meant to serve the needs of those who will create holdings records, it is also useful for managers and system designers wishing to know more about the format and its uses. The materials are designed for either a one day (6.5 hours) or a one and a half day (10.5 hours) session, to be adapted according to local needs and preferences. The latter includes extra time for exercises, discussion of system implementation, problem solving, and optional sessions that can be omitted when a one day workshop is presented.

As in the case of the SCCTP Basic Serials Cataloging Workshop, course materials include an instructor manual, a trainee manual, and a set of PowerPoint presentation slides. Beginning with this second course, however, SCCTP and Cataloging Distribution Service are adopting an exclusively Internet-based distribution model. CDS will sell rights to download PDF files for the materials from the CDS Web site; purchasers can then print as many copies as they want from the files. CDS will not sell paper copies of the course manuals, as it does for the Basic Serials Cataloging Workshop. This distribution method will make updating and correcting the course materials easier and more timely. It should also facilitate acquisition of the materials in most cases. For links to release, ordering, and price information, consult the CONSER/SCCTP home page:

<http://www.loc.gov/acq/conser/scctp/>

Two other new SCCTP courses are also in the works. Margaret Mering (University of Nebraska) and Kristin Lindlan (University of Washington) are developing an Advanced Serials Cataloging Workshop. An Electronic Serials Cataloging Workshop is being prepared by Les Hawkins (Library of Congress) and Steve Shadle (University of Washington). Tentative plans now are for train-the-trainer sessions for both to be held in New Orleans before the ALA 2002 Midwinter Meeting.

The Serials Cataloging Cooperative Training Program is a cooperative program that provides standardized training materials and a team of trained trainers in the field of serials cataloging, but relies on library associations, networks, and institutions to provide actual training workshops. Those interested in scheduling an SCCTP workshop will benefit from reviewing a set of "Guidelines

for SCCTP Workshop Sponsors" available on the CONSER/SCCTP Web site:

<http://www.loc.gov/acq/conser/scctp/guidelines.html>

For help finding an SCCTP trainer for a planned workshop, contact Jean Hirons (jhir@loc.gov), CONSER Coordinator, Library of Congress.

The NASIG Continuing Education
Committee (CEC)
is looking for NASIG members who

ARE FLUENT IN SPANISH

and would be interested in giving
presentations

on serials topics

at library meetings in

MEXICO, PUERTO RICO

AND ELSEWHERE IN LATIN AMERICA.

If you fit this description,

please send a brief bio or resumé to:

Priscilla Shontz,

pshontz@falcon.tamucc.edu.

Please contact Priscilla for more information.

CONSER PATTERNS PROJECT UPDATE

Jean Hirons, CONSER Coordinator

The CONSER Publication Patterns Initiative took on new direction and focus during the meeting of the CONSER Task Force on Publication Patterns and Holdings at ALA midwinter. The meeting, which was chaired by Sally Sinn of the National Agricultural Library, highlighted reports on upcoming events and a brainstorming session on how to increase contributions. LITA will sponsor an all day preconference on Friday June 14th, "The Future of Serials Control," that will include a description of the CONSER initiative and demonstrations of how patterns can be uploaded from the OCLC to create the predictive check-in record. Rich Greene reported on the status of the load of Harvard data that will add holdings and some pattern data to approximately 25,000-30,000 CONSER records. Other possible loads were discussed as well.

Jean Hirons, CONSER Coordinator (LC) reported that participation had been limited to a few institutions and suggested that the project be refocused to include only those who can actively contribute patterns at this time. Participants agreed to an ambitious goal of adding patterns to 1000 records by ALA (excepting loads of data). One of the suggestions for making contributing easier was the use of a macro developed by Robert Bremer that creates a pattern from data in the bibliographic record. While the pattern often needs updating or completion, it saves a lot of time and has been successfully used at a number of institutions.

CONSER is still interested in finding institutions that can actively participate in the project. A further type of

participation, once there are sufficient patterns in the file, would be to use the CONSER data in the process of a system implementation.

For more information on the CONSER Publication Patterns Initiative and the work of the Task Force, see:

<http://www.loc.gov/acq/conser/patthold.html>.

For information on the LITA preconference, see:

<http://www.lita.org/ac2001/serials.htm>.

CALENDAR

Char Simser

[Please submit announcements for upcoming meetings, conferences, workshops and other events of interest to your NASIG colleagues to Char Simser at csimser@lib.ksu.edu]

April 2-4, 2001

United Kingdom Serials Group
24th UKSG Annual Conference and Exhibition
Edinburgh, Scotland

April 26-27, 2001

Michigan Library Consortium
"Electronic Journals & Libraries" (April 26, 2001)
"Electronic Serials Cataloging" (April 27, 2001)
Lansing, Michigan
Co-sponsored by NASIG
Information is posted at
<http://www.mlc.lib.mi.us/cal/010426.htm> and
URL: <http://www.mlc.lib.mi.us/cal/010427.htm>

May 16-18, 2001

OVGTSL (Ohio Valley Group of Technical Services Librarians)
Conference
Lexington, Kentucky
Information will be posted at:
<http://www.uky.edu/Libraries/ovgtsl.html>

May 18, 2001

Iowa Library Association/ACRL
Spring Conference
St. Ambrose University
Davenport, Iowa
URL: <http://www.iren.net/acrl>

May 19-22, 2001

Acquisitions Institute at Timberline Lodge
"Acquisitions and Collection Development: The Beat Goes On, But is it Cool Jazz or Hard Rock?"
near Portland, Oregon

May 23-26, 2001

North American Serials Interest Group
16th Annual Conference
"NASIG 2001: A Serials Odyssey"
San Antonio, Texas
URL: www.nasig.org/trinity/index.htm

May 25-31, 2001

Medical Library Association
Annual Meeting
Orlando, Florida

June 6-8, 2001

Society of Scholarly Publishing
Annual Meeting
San Francisco, California
Contact: Janet Fisher, jfisher@mit.edu

June 9-14, 2001

Special Libraries Association
92nd Annual Conference
"An Information Odyssey: Seizing the Competitive Advantage"
San Antonio, Texas
URL: <http://www.sla.org/conf/2001conf/index.html>

June 14-20 2001

American Library Association
Annual Conference
San Francisco, California

July 14-19, 2001

American Association of Law Libraries
94th Annual Meeting
Minneapolis, Minnesota

August 16-25, 2001

International Federation of Library Associations
67th Council and General Conference
Boston, Massachusetts

October 10-12, 2001

Iowa Library Association
Annual Conference
Davenport, Iowa
URL: <http://www.iren.net/ila/web/01conf.htm>

November 14-15, 2001

Information Strategies 2001
Sponsored by the State University System Libraries of Florida, and hosted by Florida Gulf Coast University.
URL: <http://library.fgcu.edu/Conferences/infostrategies/index.html>
Contact: (941) 590-7600
E-mail: infostra@fgcu.edu