

**CARL Executive Board Meeting
March 2, 2009
Videoconference**

Present: Tracey Mayfield, Amy Wallace, Ned Fielden, Wendy Diamond, Dominique Turnbow, Ed Tinoco, Vicki Rosen, Les Kong, Pam Howard, Julie Shen, Don Page, Kelly Janousek, Maryanne Mills, Karin Griffin, Melissa Browne (minutes)

Absent: Liz Ginno

1. Welcome

The meeting was called to order at 10:05 a.m.

2. Approval of the agenda

A discussion of the Ilene F. Rockman CARL/ACRL Conference Scholarship and how it should continue to be funded it will be added as #17.

3. Approval of the minutes of December 8, 2008

Moved and seconded. Approved.

4. Announcements

Dominique was recently notified that CARL members in the south are interested in reviving the Community College Interest Group.

5. Regional meeting debriefing (Amy, Ned, Tracey)

The northern Regional Meeting was held on Friday, February 27th at Sonoma State University. There was good energy and the meeting was a lot of fun. People were talkative and the meeting offered a great combination of networking and programming. Ned arranged for brief presentations from librarians who had neat tech tools to talk about. Photos of the meeting will be posted on the CARL Flickr site.

Discussion Points:

- A good number of library school students from San Jose State attended the meeting. Most of the students were finishing their MLS programs and beginning to look for work, but are concerned about hiring freezes. Does CARL have formal communication channels with library schools? If not, this would be something to pursue.

- One of the librarians at the meeting this year was a student at the meeting last year.
 - Encouraging libraries to take on interns would be a good idea.
 - On some campuses, there will be vacancies to fill information competency teaching positions due to early retirements.
- The mini-presentations were enjoyable and added a very good programming element.
 - Ned did a great job organizing the meeting and the turnout was high. Thank you Ned!

The southern Regional Meeting was held after the SCIL program at CSU San Marcos on February 6th and 32 people attended. The focus was on exchanging ideas. People had similar issues and dilemmas, and lots of commonalities emerged, for example, challenges associated with managing people you do not directly supervise. We might want to identify these issues for conference presentations. The meeting was a bit rushed because it followed a program.

Discussion Points:

- Tracey demonstrated the new CARL website at both regional meetings and got very positive responses. She will follow up with Julie about the member feedback she has received so far.
- At least three new members joined CARL after the south Regional Meeting.
- Amy did an excellent job organizing the meeting and discussion. Thanks Amy!

The plans for a regional meeting in the central part of the state fell through this year, but CARL will attempt to organize another meeting near Fresno next year.

6. 2010 Conference Update (Amy)

Amy has been working on conference planning, and has outlined the areas she will be asking for volunteer assistance. These include teams for local arrangements, engage sessions (workshops), listen and learn sessions (informational presentations), share sessions (posters), proceedings and sponsorship. She has been making contacts in the Sacramento area.

Discussion Points:

- Are there plans to form a Communications Committee? Hopefully we will have internal people for this.
- An area to improve from previous conferences is the communication of conference policies to the membership, for example, cancellations and reimbursements. Amy will work with Kelly on this. If you have comments, please email them to Amy
- Including pre-conferences in the conference registration cost was very unpopular in 2008. The rationale behind including pre-conferences in the cost was to compensate for higher conference prices.
- At the north Regional Meeting, the issue of raising CARL membership dues came up. Those attending the meeting were in favor of raising the dues. We need to get this on the ballot for October. It should include a provision to give library school students a discount.

7. Long Range Conference Planning Committee: CARL Conference 2012 Venues (Les)

Les, Deborah Schaeffer and Joseph Aubele have put together a matrix with a list of sites, including Pasadena, Long Beach and Palm Springs. They are planning to develop a short list of sites to visit, with target dates in late May-early June.

8. Website Update (Julie)

Pam recently helped Julie renew CARL's domain hosting service. The domain has been moved to a different registrar, which will save CARL \$15/month.

The volunteer who had been updating the CARL jobs page, <http://www.carl-acrl.org/jobs/>, has resigned. Julie is looking for a new volunteer to log in once per week to update the job listings. Does anyone on the Board know of someone who might be interested in volunteering?

Discussion Points:

- A call for volunteers could be issued through CARL-ALL
- CARL had 20 new members last month. Should we target new members first? Getting new members involved would be a good idea. It would also be helpful to target student members. Julie will follow up with Kelly to get a list of names.

9. Newsletter Update (Tracey)

Liz is working on the March issue of the newsletter.

Discussion Points:

- Would it be worthwhile to consider changing the newsletter format from pdf to html now that the new website is up? What about a wiki or a blog? The CARL Newsletter has an official ISSN. A wiki or a blog would not, so this could cause problems.
- The print version of the newsletter disappeared a few years ago and since then it has been issued completely online. The new question becomes: What format do we want the newsletter to take?
- Would people using the CARL Newsletter to document their activities for performance reviews be in favor of an online format other than pdf? Maybe not. The newsletter could be a permalink. The pdf could be part of a blog.
- One option to consider would be to limit an online newsletter to Faces & Places content and use the pdf version to document more formal activities. PDFs are ubiquitous, and keep content in their original format. The idea of being able to figure out what occurred on a particular date is helpful.
- It would also be useful to figure out why people are using the newsletter. We could create a quick survey using Survey Monkey to get input.
 - The pdf format is very accessible. The newsletter seems to be an aggregate of information published all over the CARL website. It is possible to get rid of content, e.g. Interest Group events, that is repeated elsewhere. Starting a blog would also repeat information available elsewhere.

- If the format itself is not causing problems, keep it for now. At some point in the future, consider conducting a survey and introducing a wiki or blog format.
- It would also be helpful to continue this conversation at the June meeting.

10. IG Guidelines (Tracey)

Judy distributed a list of changes and updates to the IG Guidelines in late December 2008. Move to adopt the revisions. Seconded. Unanimously approved.

Action item: Post approved IG Guidelines on the CARL website [Julie]

11. “Sunsetting” for IG’s

What should CARL’s policy toward inactive Interest Groups be?

Discussion Points:

- The contact information for IGs that is listed on the website is not always correct. CARL may want to consider posting information on elected IG officers only on the website. For others, the IG Coordinators’ contact information could appear instead, to avoid problems in the long run. Part of the communication dilemma we have is outdated data and differing levels of commitment. CARL doesn’t necessarily need sunset provisions. We also need to consider and provide for interests that currently do not have groups.
- Some IGs in the north and the south don’t have official elected officers—they have contact people instead. If an IG agrees to have someone serve as contact, the person should know what her responsibilities are.
- We need to make sure there are really just one or two names per IG on the website. Where the sunsetting factors in is when this contact information should be replaced with that of an IG Coordinator. Some IGs want to be considered active, even though they do not have official elected officers. CARL should collect information about IG officers/contacts and status annually.
- How to redo the IG webpage is a puzzle. The information is up-to-date based on the details the IG Coordinators provide. Should the pages be for internal use? This is an interesting idea. There could be a page with links to each IG—it would be left to the IGs to maintain their own pages. On the main directory page, the IG Coordinators could be listed as contacts.
 - As an alternative, instead of linking to a long page, it could link directly to IG websites. If the IG does not have a website, Julie could create a page directing people to the IG Coordinators.
- For IGs that are currently inactive, can CARL periodically put out a call to solicit volunteers? A concern is that if we have too many IGs that are not doing things but are listed as active, it does not give people options about places to get involved. Lots of groups as placeholders does not do CARL any good. When groups are active they generate interest.
- The IG Guidelines were meant to establish some procedures. It is more difficult for groups in the north to meet and hold programs, and the IG Guidelines offer standards for letting people know what an appropriate level of activity is. Part of the conversation should be how to start or restart an IG. We need to find mid-point between being totally open and having too much structure.

- Our immediate concern is the organization of the IGs on the website. Once the website reorganization is finished, that will give the IG Coordinators an opportunity to contact the IG chairs and have them complete their templates, or their groups will be asked to put out a call for new officers or be considered inactive. It would also be a good idea to send out the new approved IG Guidelines as a reminder.

12. Events Archive (update)

Julie has been working on compiling an Events Archive for 2008. Fortunately, she uncovered an existing list of older events as she was moving pages on the website. The interest in an events archive was originally sparked by a request Tracey received from ACRL.

13. ACRL Chapter's Council Delegate Report (Les)

Les submitted his report. See APPENDIX II: Board Reports. If you have questions let Les know.

14. CARL/CLA Workshop Collaboration (Tracey/Les?)

Tracey recently spoke with Barbara Quarton, co-chair of the CLA Academic Section. CLA is in a period of reorganization. The section has an event planned on April 17th, *Academic Libraries Responding to Tough Times*. The program cost is \$10. CLA covers lots of topics that CARL doesn't. Why not lend support (post workshop notice on CARL lists, events calendar) and give members a chance to go to something they would not typically go to?

15. CARL Facebook page, north participation (Maryanne)

There is more content on the CARL Facebook page from the south than from the north. Dominique recently sent an email to the IGs in the south to let them know CARL had a Facebook page. Maryanne would be willing to volunteer and post content. In order to do so, she would need 'administrator' status.

Action item: Draft a reminder message to be sent to CARL-ALL about CARL's Flickr group and Facebook page [Julie]

16. CARL get together @ ACRL (Maryanne)

ACRL Chapters are having no host dinners on Friday night. It may be difficult for CARL members to get together at the ACRL Conference this year, given other commitments and a short planning timeline.

17. CARL Scholarship—Travel Funds

Many M.L.S. students join CARL to be eligible to apply for the Ilene F. Rockman CARL/ACRL Conference Scholarship. How can this be maintained?

Discussion Points:

- CARL originally received a donation to help fund the scholarship. When people join CARL, they are given the option of making a scholarship donation.
- In discussions about raising CARL membership dues, funding the scholarship can be included in the rationale.
- Funding for the scholarship is something CARL should market specifically. We could build a fundraising event (e.g. a silent auction) into future CARL conferences. This could be something the Sponsorship Committee considers for 2010.
- The scholarship can be awarded from other funds—it is not restricted to scholarship funds.
- CARL may also want to start thinking about changing the way its conferences are funded. Conference Planning Committees could be given a budget to work with ahead of time.

18. Financial Report

CARL received some income from memberships and its money market account. Pam is now ready to accept checks. She will send the amended profit/loss statements.

19. Other Issues

The next Executive Board Meeting is scheduled for June 1st. It will be in the north, location T.B.D.

What is the status of the issues with RegOnline?

- CARL is being charged by RegOnline for renewals, but CARL has no record of the renewals. CARL typically sees a spike in registrations/renewals in April and May.
- We need to explore other options. It would be easier if we used the same software as ALA/ACRL and were able to renew CARL memberships at the same time. It would be useful if a new system could accommodate registration for IG events as well. Les will investigate the membership/event registration products being used by other ACRL chapters.

Meeting adjourned: 12:43pm

APPENDIX I: Action Items

ACTION ITEMS March 2009

Item #	Description	Board Member(s)	Status
1	Post approved IG Guidelines on the CARL website	Julie	
2	Draft a reminder message to be sent to CARL-ALL about CARL's Flickr group and Facebook page	Julie	

APPENDIX II: Board Reports

Northern Vice President Report Ned Fielden

Two Main Categories of Activity:

1. Attempted to comprehend role of office of CARL Vice President

Gauged parameters, prioritised functions, surveyed boundaries
Communicated with constituents, made introductions, Professionally Schmoozed
Listened to Helpful Advice from CARL Nobility

2. Coordinated North Regional Meeting at Sonoma State University, 27 February 2009

Arranged venue, food, logistics
Handled registration and RSVPs
Encouraged paraprofessional, non-member and student attendance
Brainstormed and created program (including one unsuccessful speaker recruitment)
Promoted through CARLALL, emails to IG Coordinator
Ran Program, delegated tasks, coordinated events
Posted event Photos to Flickr

Amy Wallace VP-South Report

- Sent welcome letters to new members from the South.
- Hosted the CARL Regional South Meeting with a lot of help from Allie & CSU San Marcos
- Tried to pull together a CARL Central Meeting, but the had to cancel because the intended venue thought it was important to open their new library on the meeting day ☺
- Agreed to speak at the next CARL DIG Program
- Thinking about CARL Conference, and contacted the CA state library
- Drafted Volunteer Framework (See Attached)
- Commented on stuff and did whatever Tracey told me to do ☺

Wendy Diamond
IG-North Coordinator

Item 1. News from IG-North land:

The Community College Interest Group North is planning a program on April 24 on library aspects of the Basic Skills Initiative. It will be held at Diablo Valley College in collaboration with several other community college groups.

Item 2. ByLaw Article VIII, Section 2, "Dissolution of IGs"

As a preliminary exploration of this issue for future Board discussion, I asked IG-North chairs for their insights and concerns. I received several thoughtful and informative responses. Summaries follow.

1. Florence Espiritu (Community College IG- North):

The issue came up a few years ago and wasn't quite resolved. CCIG-North is really valuable since there are not that many venues for community college librarians to get-together and have a healthy exchange of ideas. The programs have been well attended and have received very positive reviews. On the average, CCIG puts together a program every other year. (Usually on the year that CARL is not having its biennial conference.) CCIG doesn't have a formal election process nor bylaws. Although this might be considered "inactive" by some standards, it would be unfortunate not to have a "space" within a larger organization which is dedicated for folks who share the same interests. CARL Members might feel that CARL could become an "impersonal" organization without IG's.

She has seen the participation wane and wax in her group. It is difficult to put together regular meetings and activities. This is largely due to the fact that community college libraries are so understaffed that most librarians cannot get away (even for a day!) to attend workshops, much less assist in organizing programs.

2. Paula Popma(CALM-North):

The IG was inactive but not formally dissolved when she took over. She found it easy to reactivate by emailing the IG Coordinator & Membership Coordinator for email addresses of interested members. The revived group had good momentum until a conference proposal was turned down; since then it has been hard to plan for the next activity. Paula suggest it needn't be "all or nothing"; there could be 3 statuses of active, de-active, and dissolved. It should remain easy to start & re-establish groups. When it is necessary, a group could declare itself Inactive by informing the IG Coordinator who could inform the Board. If the group remains deactivated for two years, the Board could then formally dissolve it.

3. George Wrenn (TSIG-North):

TSIG-N has been inactive for several years. Currently, George is seeking someone else to take his place but is challenged to find someone with program planning experience to chair . Nevertheless he feels this is an important time to keep the Technical Services IG going because RDA Online is coming in 2009&2010, and therefore CARL members will have lots of professional development needs in that regard.

Dominique Turnbow
IG-South Coordinator & UC Director-at-Large

First Quarter Activities (January-March 2009)

Interest Group Activities

CARL-DIG (South)

- Planning meetings on January 16 at CSU Long Beach and February 20 at Cypress College
- Event scheduled for April 17 – “Reference Desk Toolkit”
- Business meeting scheduled for May 1 at Hebrew Union College

DIAL-South

- Planning meeting on February 6 at UC Santa Barbara

SCIL

- SCIL Works was held at CSU San Marcos on February 6
- The CARL-South regional meeting was held immediately following SCIL Works
- Business meeting held on February 27 at UC San Diego

SEAL

- Planning meeting scheduled for March 18
- “Excellent Adventure” event e scheduled for April 18 to Santa Cruz Channel Island

Coordinator Activities

- Updated IG-South e-mail list with current IG board members
- Worked with Amy Wallace to communicate with IGs about the Regional Meeting
- Coordinated Newsletter submissions from South IGs and UC campuses

Maryanne Mills **Northern Campus Liaison Coordinator**

1. Continue to update the north campus liaisons
2. Gathered and formatted "Faces & Places" for the Newsletter
3. Will attend the Northern Regional Meeting at Sonoma State on 2/27

Ed Tinoco **Director-at-Large (South)**

Attended the DIAL meeting in Santa Barbara in February.
Participated in discussion for the upcoming May DIAL program to be hosted at USC.

Gathered items, from the South, for the upcoming March newsletter.

Kelly Janousek
CARL Membership Director 2004-2007, 2008-2011

CARL 2009 1st Quarter Membership Report – February 27, 2009

214 ACRL/CARL members, dropped 166 this quarter
111 NACRL/CARL members, dropped 71 this quarter
37 Students, dropped 10 or they became full members this quarter
3 Retired , same

365 current members from Fall quarter of 630 members

Since December 1, there have been 16 new members.

There were 9 CARLALL messages posted this quarter.

I am still working correct membership and then moving them to the new CARLALL on carl.org site that Julie has set up.

There were only nine scholarship donations in 2008.

Pam Howard
CARL Treasurer

CARL
Profit & Loss
January 1 - February 24, 2009

Income

Total Income

Expenses

CARL Website 1,509.04

Executive Board

Postage, Photocopy 28.00

Travel Reimbursement 1,089.50

Total Executive Board 1,117.50

Member Awards

Scholarships 1,000.00

Total Member Awards 1,000.00

Web site 24.65

Total Expenses \$3,651.19

Net Operating Income \$ -3,651.19

Net Income \$ -3,651.19

Web Coordinator Report
Julie Shen
March 2, 2009

1. Website Redesign Update

- New template is up: <http://www.carl-acrl.org>



- Communicated with web designer about final changes and payment.
 - Moved all the first level pages to the new template except for Jobs and Events.
 - Created and disseminated IG web template.
2. Jobs blog: Our long-time volunteer Heather Tunender recently resigned. I need a new volunteer to login once a week, reformat the submissions, and post them.
3. Events calendar: This quarter I posted a couple of events myself, but overall the message seems to be getting out that the calendar is available for anyone to post. Also, I resolved a database error that prevented people from seeing events they posted.
4. IG websites on CARL: CARLDIG South is the first IG to start using the new IG web template: <http://www.carl-acrl.org/ig/carldigs>
5. Listservs
- Created new CARLALL listserv (<http://listserv.carl-acrl.org/listinfo.cgi/carlall-carl-acrl.org>). This is not yet in use. Membership Director Kelly Janousek is in the process of adding member emails.
 - CARLEX: removed outgoing board members and deleted spam.
 - CARLEX Voting: added incoming board members and removed outgoing board members.

- SCIL: Resolved spam problems.
 - IG Chairs South: Updated membership.
6. Other
- Updated: Archives, Board, Documents, Events, Newsletter, and Research Award.
 - Moved CARL domain registration from Network Solutions to Godaddy.com for a savings of \$15 per year.
 - Renewed CARL domain hosting with Dreamhost under a new plan for a savings of \$15 per month.

Les Kong
ACRL Chapter Council Delegate

February 26, 2009

ACRL Chapters Council at ALA Midwinter (Vail Room, Sheraton Denver, Denver, Colorado),
January 25, 2009.

The meeting was called to order at 8:32 a.m. by Kevin Merriman (University of Memphis), Chair. Chapters Council officers and members introduced themselves. Reading and Approval of Minutes from ALA Annual 2008.

Introduction and Remarks from ACRL Administrators

Government & Legislative Updates

Michael McLane – ACRL’s Visiting Program Officer for Legislative Advocacy, informed us that historically proactive advocacy and library support often comes from public and school libraries. Academic libraries have not been noticeable at the table and that’s why we need to and are becoming more active. Currently there are 45 legislative advocates across the country. Our goal is to get one advocate in each legislative district. He urged us to consider becoming an advocate and/or recruit our colleagues with the theme “each one - reach one”. ACRL is striving for each chapter to have legislative council issues raised at the national level. Each chapter was reminded to appoint a legislative member. There is one main criterion – legislative advocates must be members of ACRL.

The Government Relations Committee updates the legislative agenda which includes issues that are most important to and that affect academic libraries. These will be sent out within 2 months. They will be bringing together librarians from different work venues to coordinate their efforts and have them collaborate on a central message.

Jim Rettig, ALA President, has been talking about the library community as a whole entity. There are almost no issues that affect only one type of library. They cut across the board and involve all library users. We only talk about the issues – not the people involved. In the last few years, it has been difficult as the previous administration was not very interested in our issues. Now we have the opportunity to educate a new administration and get our voices heard by new people more willing to listen. We were reminded that we are not lobbyists. We do not speak on behalf of or in opposition to any party or elected official. We are neutral – only in favor of libraries.

One can apply online to become an ACRL Legislative Advocate at --

<http://cs.ala.org/acrl/legadvocates/xxindex.cfm>. Appointments are for two years and can be renewed for as long as one wants. A major goal is for the advocates to become familiar with state legislators –as this may take some time. Continuity is important in these relationships. Training is provided and attendance at virtual meetings is required to be a full participant. A reception is held at the Annual Library Day on the Hill in May in Washington, D.C. This year's Library Day on the Hill is on May 11 & 12th. On the 11th, there will be an orientation and training on how to talk to the legislators. On the 12th, –participants will meet with legislators and their aides.

Among the current legislative issues are: **Access to government information--** Over the last few years, there's been a narrowing down of access from the National Institute of Health; the Environmental Protection Agency closed; access to government documents narrowed. It's hard to talk about these without pointing fingers. However, we will work at broadening access. **Copyright issues for Orphan works--** These are materials that were written or photographed which no one can reproduce because you'd violate copyright. However, the creator is unknown and the material needs to become public domain. **Network neutrality, and Intellectual Freedom--** were other issues identified that academic librarians could discuss with legislators that affect all libraries.

Funding is not our main advocacy goal. The goal is to get everyone to speak from the same viewpoint and promote the same message. We want appropriations for libraries (of all types) to increase. Mr. McLane may be reached at acrladvocate@ala.org for further information.

Introduction and Remarks from Erika Linke, ACRL President

As President, her primary interest is advocacy. Who would have thought last June, we'd be dealing with the enormous financial issues that we are facing today? Stephanie Vance, The Advocacy Guru, will be the President's speaker in Chicago. She will present a program on the issues and technologies we need to speak to legislators about. She'll be joined by lobbyists who will describe what's successful with our/their work and how we might counteract their influence.

Tuesday's Board meeting agenda includes the value of libraries and how to increase the return on our investments. What can ACRL and its members do? We can continue to use the "Power of Personal Persuasion" toolkit (a publication that is available for purchase for \$7 on the ACRL Web site). It focuses on shifting the "ways to bring new supporters to the legislative table as well as ways that might rejuvenate the experts". The ACRL Board welcomes submission of ideas for strategic directions.

The ACRL Board is also looking at ways assessment and information literacy can factor into our advocacy efforts. The Strategic Plan is in its fifth year and every year the Board reviews it. And in Pittsburgh, it was repeatedly revisited. We keep questioning - Are we saying the right things? Should we change objectives? How do we clarify them? We want to keep ACRL vital, efficient and fiscally responsible. We also need an institutional picture. We need to strategize within our larger organizations and continue to find ways to create partnerships.

ALA is also working with advocacy issues. Jim Rettig is creating an eco-system which provides for information flowing in many directions rather than remaining in a silo. Camilla Alire is continuing to build on this idea. In new territories, we must be careful, clear, and insightful. We must plan strategically at institutional levels and regionally for and with the next generations of "front-line librarians".

There has been a change in the publication, *Management of Higher Education*. ACRL has been contacted to write 3 columns per year to present the libraries' perspective. This allows us to get into print and put forth our issues and messages. We are currently looking at potential topics for the lead article. We are also looking at the Web sites. ALA will be putting out a survey about its new Web site. They want to get advice and suggestions about what needs to change. The issue was raised about links not being forwarded to new pages. -- The reason for this is that the pages

are from two different servers and they aren't identical after the moves. It also gets a "no page exists" message and then it comes up trying to work towards resolutions. This transfer will take time, money, organization.

ALA is also launching a new collaborative space called *Connect* in the Spring. This is meant to be collaborative workspace where communities can work together virtually. We are optimistic about the benefits of increased electronic communication as well as what we'll see five years from now. Working and collaborating together using new technologies is getting better all the time and frustration with early technology is being replaced with a willingness to change and experiment.

A major issue now before us is the "lead in books" child protection efforts. Can libraries get exemption from this? The more people who can contact the Consumer Product Safety Commission, the better libraries will be able to make their case. There needs to be clarification and the interpretation changed to exclude libraries. We were all urged to contact Thomas Moore at (301) 504-7902 or at tmoore@cpsc.gov.

We were all encouraged to be in Seattle for the ACRL Conference in March. Registration thus far has been solid, and it is shaping up to be an engaging and exciting program. Please look at the conference Web site. Scholarships for attendance at the conference are also available (too late to apply this year, but do consider for Philadelphia in 2011).

Judy Pinnolis (New England) expressed the concern that reimbursement rates to chapters with ACRL members had not been raised since 1999, and that there are significant funding issues across chapters. It was requested that the reimbursement rates to chapters with ACRL members be raised from \$1 to \$3 per member. The approval of this request would signal strong support from national to chapters.

Mary Ellen Davis (ACRL Executive Director) responded that this would require a Board action. The Chapters Council needs to discuss this and then create a formal request through Chapter's Council. The ACRL Board's action form outlines the elements to address for the request. The motion would be made by the Chapter's Council Chair and an ad hoc committee may be appointed to craft it. Any amount may be requested, and it will be considered. But it is best to specify the amount per capita. The background/context for the request, the rationale, the recommended action, and identification of the strategic goal that this requests would meet (likely membership) – all should be included.

The Chair solicited interest from the floor, and formed an ad hoc committee (J.Pinnolis, K.Merriman, R.Best, L.Swartwout, and K.O'Clair) to create a proposal to submit to the Board. This will be placed on the agenda for the Annual Conference meeting.

Introduction and Remarks from Lori Goetsch, ACRL President-Elect

One of the conversations in the budget meeting of the Board was in regards to as we face economic hardships, how we can continue to push out /help each other, to share and exchange information. How are we approaching these hard times? She is soliciting ideas on how the association can help members communicate their library's value(s) to their home institutions, email her at: lgoetsch@ksu.edu

Planning ideas are welcome for 2010 conference programming. Gina Milsap will be present at the joint president's program. Her presentation titled "Old Dogs and New Tricks for the Four Generation Library" deals with how we are working with different styles and approaches in our libraries. It poses the question of how to build the next generation of leaders. There is perceived reluctance in young librarians to take on leadership/management roles.

Introduction and Remarks from Mary Ellen Davis, ACRL Executive Director

She solicited questions from the floor. One question concerned the bundling fees for conference registrations. Apparently, some individuals have had difficulty getting their institutions to commit funds to two conferences.

The question: Why can't people get the discount rate for one event?

Response: It's been a very popular program, but ALA actually lost money on it.

The bundling fee has been more problematic for academics and that will undoubtedly continue.

Question: Another issue is that folks needed breakouts on the receipts.

Response: These concerns were heard and noted. At this point, one can only get early bird, but not deeper discounts with the single registrations.

Division Leaders are looking to change the conference schedules starting with the 2011 meeting. They are proposing moving the Opening session to Friday - around 5:30 p.m. They are talking about posting the program only electronically but in a new software that works better. The print copy costs a lot of money and it is often redundant since folks print the program for planning purposes before they come to the conference.

It was also the consensus that it is okay to not print out the Registration Newsletter for the packet information - many attendees got a pdf version instead. Let's not print it out for future conferences.

The Virtual conference registration is now open. Live audio recordings will link to PowerPoint slides. Folks won't have to leave the office and can get a group rate as well. There won't be live streaming video but one can hear the presenters. There will also be about a half dozen presenters who will reprise their sessions for Q & A chat opportunities.

Question: Can reimbursement funds be used for virtual registration and for ACRL online training, since these are educational opportunities?

Response: This will be brought to the Board for consideration. But since we also give scholarships, can we use our own money to pay for our conference?

Introduction and Remarks by Megan Griffin ACRL Program Coordinator Staff Liaison to Council
There is a \$750 budget to bring the President or Vice-President to Chapter conferences. This fiscal year there are still two slots available. There are still five slots available for 2010 (after Sept 1). There is an online submission form and chapters are eligible for visits every four years. There is also a list of visits available.

Question: If slots are available and no one wants it, can they be requested by a Chapter before their four years are up?

Response: This will be checked on. It depends on the timing of the request.

The Chapter Roster is also online –this should be reviewed for changes. Updates may be sent for the chapter listservs. A print roster is being routed. Anna Salyer (Washington Chapter) will send any corrections noted on to Megan.

Each chapter can get reimbursement funds in the amount of \$1 per ACRL National member.

These funds must be spent and reported by August 15th. If a chapter has less than 100 members, it can still get \$100 and a memo will be sent that provides stipulations.

Reimbursements can be used to fund charitable or educational purposes/expenses. The form is available on the ACRL Web site. Send any questions to Megan. Original receipts are required to process the forms.

New memos will be sent out by Sept 1, 2009.

A reminder – Chairs, Vice-Chairs must be members of ACRL National.

New Business

Introduction and Remarks from ACRL Director-At-Large Candidates

Each of the candidates (Lisabeth Chabot, College Librarian, Ithaca College; Bill Nelson, Library Director, Augusta State University; and Ann Campion Riley, Assistant Director, Technical Services, University of Missouri) spoke briefly about their qualifications and interests.

Introduction and Remarks from Candidates for ACRL President-Elect

Each of the candidates (Lisa, Hinchliffe, Head of the Undergraduate Library and Coordinator for Information Literacy Services and Instruction, University of Illinois Urbana Champagne; and Kelly Janousek, Reference / Law, Politics and Public Administration Librarian, California State University, Long Beach Library) spoke briefly about their backgrounds, goals, and vision for ACRL prior to the forum luncheon.

Kathy Parsons (Iowa) - Leadership Recruitment and Nomination Committee

This committee puts together the slates for the 2010 elections. They are soliciting nominations for ACRL Board of Directors. The term is for four years and they must attend Midwinter/Annual as well as various other meetings such as the Fall retreat in September and conference calls etc. This is an excellent way for interested people to get involved in leadership roles. They are taking names from all chapters. The Board description of responsibilities is on the ACRL Web site. The next meeting is during the week of Feb 16. Please send in names of your nominees.

Judy Pinnolis (New England)- Call for Nominations for Officers for Chapters Council. Officers attend ALA Annual and Midwinter conferences. They provide leadership for the meetings and organize the elections. The deadline to apply is in March. One can self-nominate. Please send in your name, brief bio statement, and a position statement. These will be posted in Chapter Topics. The election is held at the annual meeting in July. Announcements will be sent about this as well.

Responsibilities for Vice-chair /Chair-elect of Chapters Council

1. Works with Chair developing the meeting agendas, conducting the orientation, and creating the workshop.
2. Coordinates the *Dine Around* event at Midwinter and Annual conferences.

The Chair urged interested persons to review the orientation manual for more in-depth descriptions of the position responsibilities. Minor revisions are needed to the descriptions – K. Parsons and K. Merriman will work on the necessary revisions.

There will also be a continental breakfast at the Annual Conference courtesy of EBSCO.

Announcements

Gloria Creed- Dikeogu (Kansas) She requested that all chapters conducting professional development activities share them with her (creeddikeogug@ottawa.edu). The Kansas Chapter is developing a resource that describes each chapter's opportunities, programs, activities, and kinds of trainings available in each state. What does the program involve? What kind of things can librarians learn? What are the impacts and results?

Judy Pinnolis (New England) – The New England chapter has a calendar on their Web site (<http://www.acrlnec.org/sigs/ce/index.php>) with all the training opportunities from all different library organizations. It helps librarians coordinate dates and reduces scheduling conflicts.

Laurie Swartwout - Chapters Council List Administrator. Please let her know if Emails are not being received. When officers change, please tell her who to drop off the list. The List is set up with email addresses but please give both the name and the email address. There

are no automated deletions and one can stay on the list after one's term is over. Review the past chair list and double check with them if they are still on the list and/or want to stay on. ACRLCHPTR@ala.org is the address for the ACRL Chapters Council mailing list.

Kathy Parsons (Iowa)– The Chapters Council sponsors the lunch for the Presidential Candidates Forum right after this meeting. The lunch is free and funded by EBSCO. The candidates will address a prescribed list of questions and then take questions from the audience.

The 'sharing ideas/recap of Chapters Activities' portion of the meeting was canceled so that the Annual Report training session could be conducted and adjourn early to attend the ACRL Presidential Candidates Forum and Luncheon.

Business meeting adjourned at 10:54 a.m.

Melissa Browne
Secretary

1. Drafted and distributed the Executive Board Meeting minutes from December 2008
2. Updated the CARL Board Roster and the Master Administrative Calendar for 2009. Sent copies of the roster, the calendar, and the approved June and September 2008 board meeting minutes to Julie for posting on the CARL website
3. Updated the roster form for the ACRL Chapters Council. Submitted the roster information to Megan Griffin for addition to the ACRL Chapters Council website and discussion list