

CARL BOARD MEETING
Orange Coast College
Monday June 7, 2010
10:00AM - 3:00PM

Present: Amy Wallace, Ned Fielden, Stephanie Brasley, Dominique Turnbow, Lynne Reasoner, Billy Pashaie, Shana Higgins, Kelly Janousek, Pam Howard, Hesper Wilson, Mira Foster, Les Kong, Eric Garcia, Maryann Hight, Maryanne Mills, Karin Griffin, Melissa Browne (minutes)

Absent: Tracey Mayfield

I. Welcome

The meeting was called to order at 10:04 am.

II. Approval of the agenda

Moved and seconded. Approved.

III. Approval of the minutes of March 8, 2010

Moved and seconded. Approved.

IV. Reports Question & Response Period

The Board discussed a series of Special Reports [See APPENDIX II: Special Reports for additional details]:

CARL Conference Finance [Pam]:

Registration fees for the conference were \$46,000 and costs ran approximately \$42,000. Thanks to Amy's proactive efforts vendor contributions totaled \$5,400. The Poster Presentations & Vendor Exhibits on Thursday evening were very successful. Attendees were engaged and the event seemed to get people into networking mode.

CARL Conference Attendance [Kelly]:

196 people registered for the conference. This was only 6 less than the total in 2008. 9 registered for 'Engage' sessions on the day of the conference. This resulted in extra revenue for CARL, so it would be worthwhile to continue to allow on-site registrations at future conferences.

CARL Conference Assessment [Hesper]:

Highlights:

- CSU was the most frequently cited affiliation among respondents. The primary reasons people attended the conference were for professional development and networking.
- The conference costs and accommodations were rated fairly high; the meeting rooms and free wireless were lowest. This feedback raises several issues:
 - Planning bigger rooms for discussions and 4 medium-sized rooms with capacities of 75-100 (rather than small or very large rooms) would allow for more flexibility at future conference venues.
 - It might be worth paying for wireless access to ensure the connection is good. Wireless access is very important to our attendees.
 - Better AV support would also have improved the sessions.
- The conference website drew positive ratings.
- Some respondents requested more time for poster sessions and vendor exhibits, and less for plenary speakers. There was a feeling that there was a lot of scheduled time at the conference.
- The food drew more positive comments than negative, with suggestions to improve the choices for vegans and vegetarians at future conferences. The dinner on Friday night was the least attended meal, although it involved the most detailed planning.

Additional Comments and Discussion Points:

- All speakers received paper evaluations, which included many comments.
- People liked the conference venue layout—it was set up so that people ran into each other multiple times. This was important for networking. The networking lunch on Saturday was also very popular.
- Asking attendees to indicate which sessions they plan to go to ahead of time might help with room scheduling.
- The round table room set-up worked well for discussions. The drawbacks are that it made it harder to see presentation slides and maneuver around the tables.
- Would it be possible to get a vendor to sponsor wireless access at the next conference?
- The hotel staff in Sacramento was outstanding. It was nice that the hotel was adjacent to Old Town Sacramento and the K Street Mall, and that there were restaurants nearby.

CARL Conference Report to Long Range Planning [Les]:

Les will visit the Oakland Hilton—they came in with a reasonable room rate. Les, Joseph Aubele and Deborah Schaeffer will also be visiting 5-6 sites in the San Jose and Santa Clara area.

The planning organization ConferenceDirect was incredibly helpful with the April Conference and this resulted in cost savings to CARL. CARL has also gotten better at negotiating contracts with hotels. (The 2012 Conference will be in San Diego.)

Action item: Send Les ideas or suggestions you have related to long-range conference planning, e.g. questions to ask hotels. [all]

Recommendation on CARL Archives [Lynne]:

The core recommendations are to retain less and digitize what is possible, with the caveat that if material will be stored on the CARL website, it will need to be backed up in case the website goes down.

Discussion Points:

- What types of questions about the physical archives have been fielded in the past? Lynne has received requests involving old CARL Newsletters, Executive Board meeting minutes, program/poster descriptions (for career files) and membership lists.
- Can Lynne's recommendations be rephrased as a project proposal and offered as a SJSU or UCLA student SLIS project? The project would still need to be directed by a CARL member with physical custody of the archives and familiarity with CARL and its history.
- This is an important project that involves a significant amount of work. Could CARL provide funding to outsource it? We are required to keep the bylaws, meeting minutes, treasurer reports, newsletters and tax returns. It is also important to keep workshop/program/conference announcements, election ballots and scholarship/award winners. There are huge gaps in content on the CARL website. CARL needs to deal with the 'A' and 'B' materials Lynne has identified in her report in a meaningful way.
- The collection is approximately 25 linear feet. Some documents are also available in digital format, so the collection could be weeded. There is even content from the organizational predecessor of CLA—CLA may be interested in that portion.

Action item: Send Amy a more detailed description of the archive content related to the organizational predecessor of CLA, so Amy can follow up with the Executive Director of CLA, if necessary. [Lynne]

- Would it be possible to appoint a task force to look into costs? We do not have enough information to make a decision at this point. It would be helpful to break down by the cost by estimating the number of work hours involved. We could contact the Special Collections Departments at several libraries for estimates on processing and digitizing a collection of 25 linear feet.
- Finding someone willing to house the physical and virtual archive is a key administrative issue. The second step involves the processing of the collection.

Action item: Send a message to CARL members to ask if someone is willing to house the physical CARL archives. [Amy]

- How much is the archives worth to us? The cost to digitize the newsletters and minutes would likely run \$1000. It would streamline the process if the Executive Board could give Amy an approximate figure to work with. What about \$2500 for the first phase? This is the amount CARL allocates for scholarships and the Research Award. The travel costs for Executive Board meetings have been reduced since we starting utilizing Elluminate.
- An important element in discussing digitization is: how will people be able to find content? Unless we use OCR and make the fulltext searchable, it will be difficult for them to look up information such as a past award winner.
- Developing a list of what people would like to find would be helpful. Amy has already started working with Ned and Hesper on this. Is the CARL Newsletter being conceived of as an archive of content? This is important to clarify for Mira as she continues work on the newsletter.

- CARL currently maintains several web presences: its Google Site (<http://sites.google.com/site/carlboardonly>), its pbwiki (<http://carlboard.pbworks.com>) and the CARL website (<http://www.carl-acrl.org/>) . While much detail is available, these sources do not work well together and make it difficult to find information, e.g. when an award was created. As CARL considers the archives, it needs to recognize the connections between different types of information. This also involves identifying efficient ways to archive new information as it's created.
- What types of information do we really need to find and retain on our website? It would be good to ask someone new to CARL about how they use information on the website. What do we really want from the archives project?

Recommendations on Merged and Virtual IGs:

To be discussed at the September Executive Board meeting.

Recommendation on MOR Task Force [Ned]:

About 20 people have volunteered to participate in CARL's mentoring program. There seems to be a lot of energy--people really want to help! The Task Force still needs to determine what it can offer in a sustainable mode and find answers to the questions: What would mentees find useful? How many people can one mentor handle and what is a reasonable time commitment? What should MOR's presence on the CARL website look like?

Discussion Points:

- There are a fair number of recently graduated students who are interested in participating. A listing of mentors' interests on the website might be a good idea.
- It is really difficult for LIS students enrolled in online programs to find professionals that they can conveniently contact, so this program could be helpful for them as well.
- Will MOR be promoted to all new members or just recent graduates? Ned anticipates there will be variation in interest—some librarians with experience in the profession may still be interested in participating as a mentee if they are relocating from other states.

V. Action Items from CARL Board meeting on 3-8-10

SCIL: Using Card Payments for Programs

We want to simplify things for IGs. We want them to have programs! Accepting credit card payments is doable. However, RegOnline charges 6% per transaction and there is a \$95 set-up fee involved. IGs wanting to use credit cards would need to build these costs into their program planning. IGs would also need to work closely with Kelly in the early stages of their program planning to set up RegOnline to handle registrations.

Discussion Points:

- Allowing credit card payments is a big advantage for members. It is likely that the number of checks CARL needs to process may drop as a result.
- One concern is that this will complicate the refund process by involving both the Membership Director and the Treasurer, as well as the IG.

Action item: Draft and send message to IG Chairs, detailing the costs and instructions for using credit card payments for programs [Dominique, Maryann, Kelly and Pam]

CARL Journal

To be discussed further at the September Executive Board meeting.

IG Coordinator Communication with merged IGs

To be discussed at the September Executive Board meeting.

VI. New Business

Standing Rules & Bylaws (Amy):

1. Remove all duplication from Bylaws in Standing Rules
2. Add in stipend language for conference manager, membership director, newsletter editor, treasurer, website coordinator
3. Remove the Organization Committee
4. Re-write IG Planning Guide to Reflect these changes and others – thanks Pam for this idea.

Amy conducted an analysis of the CARL Bylaws and the Standing Rules with the intent of reducing duplication and making the Standing Rules more operational. (See APPDENIX II).

Discussion Points:

- The intent behind the election rules was to establish balance between the north and the south. However all the terms of service vary and this makes elections confusing.
- None of the most recent changes to the bylaws (e.g. CARL dues increase) are in the version posted on the website. Amy has proposed additional changes that could be placed on the ballot for a membership vote in Fall 2010:
 - Alter how vice-presidents are elected: *Each year elect one VP from north and south, who then become Co-Pres and then Co-Past Pres. (3yr)*. This would distribute CARL presidential and conference-chairing responsibilities and workload.
 - *Set term limits and build in 'vice' positions for Treasurer and Membership Director*. This would increase the number of members needed to fill Board positions. These positions require extensive knowledge and take time to grow into. There is a need to build redundancy and crossover into positions, but is increasing the size of the Executive Board the best way to do it?
 - *Combine appointed and elected positions, e.g. Director-at-Large and Campus Liaison (N & S)*. This would partially offset the new 'vice' positions being proposed.
- What are the most important considerations in establishing balance? North/south representation? Representation by institution type, e.g. CSU, UC, CC, Private? CARL also includes student members; we need to keep this in mind as well.
- What is the difference between the UC Director-at-Large and the Campus Liaison Coordinators? Could their functions be combined? We could look to ACRL for officer models to follow.
- If members who are elected to positions aren't sure what they are doing and we are not sure what to tell them, we will have a problem recruiting volunteers. The Administrative Calendar on the Google Site (<http://sites.google.com/site/carlboardonly>) breaks down tasks for each position by month. Any board member can access and edit the calendar.
- There are more CARL members from the south than there are from the north. It is important to make sure that conferences are held in different locations around the state to ensure all members have a chance to participate.

- Amy will follow up with an email summarizing this discussion.

Action item: Send information about your office that is important, but is not currently included in the Standing Rules, Bylaws, or Administrative Calendar [all]

Regional Meetings Around Topic of New & Early Career Issues and Mentorship

The meetings will be organized by Ned, Stephanie, and the future VP-North. Katherine O'Clair is willing to facilitate a session on new career issues, e.g. the transition from library staff to librarian and issues related to the review-promotion-tenure process. This should offer a helpful balance between people in-the-know and people who are interested in advice on these types of questions. Kelly is currently serving on the Faculty Rights Committee, and would also be willing to share information applicable to the CSU system.

Additional topics may include engaging faculty and fostering collaborations; the importance of developing a research agenda; and time limits connected with adjunct positions.

Newsletter Submissions [Mira]:

The current process for submitting items to the newsletter is complicated. Individuals submit content to their local campus liaison, who shares the information with the campus liaison coordinators. The campus liaison coordinators then pass the content to Mira for publication. To simplify the process, Mira has created a gmail account, carlnewsletter@gmail.com, so from now on, individuals can send items directly to Mira. Mira will confirm that individuals are current CARL members before posting content.

Mira also recommends developing the newsletter as an html document (rather than a PDF) on the CARL website. This would facilitate linking to outside content, and may increase readership. An additional benefit is that we could utilize Google Analytics to examine which sections of the newsletter people are actually reading. The June newsletter is already finished, but Mira will experiment with html format for future newsletters.

SCIL: Scholarship Idea

Is it possible to use profits from SCIL events to create a scholarship fund? SCIL would like to offer one or two \$500 scholarships to instruction librarians to attend CARL Conferences.

Discussion Points:

- Would this be for SCIL members only? SCIL is trying to target newer members who are interested in instruction.
- Net revenue from IG programs rolls to CARL. The scholarship is a wonderful idea, but is the model being proposed sustainable?
- How can the Board work with SCIL on this? Perhaps MOR could become involved in a joint proposal for a scholarship. A campaign-based scholarship fund through a social networking site like Facebook is another strategy to consider.

Action item: Follow up with Allie Carr to explore ways the Board could work with SCIL on a scholarship. [Dominique]

VII. Next Meeting

Date: Monday September 13th

Time: 9am – 1:00pm

Place: Elluminate

VIII. Announcements

CLA has assembled a task force for SnapShot Day, scheduled for Oct. 4th, and has requested representation from CARL. The day will involve taking photos of library activities around the state, and submitting them to central location to demonstrate the value of libraries. Les will work through Kelly to send message about the event via CARLALL.

IX. Adjourn

Meeting adjourned at 3:12pm

APPENDIX I: Action Items

June 2010

Item #	Description	Board Member(s)	Status
1	Send Les ideas or suggestions you have related to long-range conference planning, e.g. questions to ask hotels	All Board members	
2	Send Amy a more detailed description of the archive content related to the organizational predecessor of CLA, so Amy can follow up with the Executive Director of CLA, if necessary	Lynne	
3	Send a message to CARL members to ask if someone is willing to house the physical CARL archives	Amy	Done (Chapman's Leatherby Libraries Special Collections)
4	Draft and send message to IG Chairs, detailing the costs and instructions for using credit card payments for programs	Dominique, Maryann, Kelly and Pam	Done
5	Send information about your office that is important, but is not currently included in the Standing Rules, Bylaws, or Administrative Calendar	All Board members	
6	Follow up with Allie Carr to explore ways the Board could work with SCIL on a scholarship.	Dominique	

APPENDIX II: Special Reports

CARL Conference Attendance Report

- 43 abandoned registering for the conference – we could ask why.
 - 196 registered for the conference with three cancellations and full refunds. Another twelve vendors used the registration system to make support payments.
 - We had three substitute attendees. We had two no shows to the event. Three only attend the engaged sessions.
 - 84 registered for Engaged session, of which 9 register for an extra or for the engage sessions at the conference.
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CARL Archives & History

Issues

The permanent storage of CARL Archives, what items are retained in CARL physical archives, and the maintenance of digital archives

Background

CARL Archives consists of almost 25 linear feet of materials.

The CARL Archives have no permanent home. Anticipate difficulty in finding person or library with space for storing and accessing Archives, particularly if responsibility moves to a different person/library every few years.

Many of the items in Archives pre-date the digital era. Many post-1996 items are print-outs of materials that were:

- 1 distributed electronically, but not posted to CARL's web site;
- 2 posted on the CARL web site but did not remain on web site; and,
- 3 materials that are on current CARL web site.

CARL's previous web sites did not have the storage capacity to retain all publications initially posted to the web nor to accommodate files of scanned older materials.

Retention of materials

- A. Items needed for the organization to function and/or to meet incorporation requirements. Include:
- Bylaws
 - Minutes
 - Treasurer's summary reports
 - Tax returns
 - Newsletters

Recommendations

Post/continue to post above materials in the future to the CARL web site.
Retain all posted older materials on the CARL web site.

Post copy of the Board Minutes with Secretary's signature.
Post copy of tax return to meet requirements for public access to tax return.

For older paper copies not posted on CARL web site:

Scan all CARL newsletters not already on the CARL web site and post to web site.

Investigate digitization/scanning of all Board minutes for posting to CARL web site.

If not possible to digitize then keep paper copies in physical archives.

B. Other items for retention

- Ballots with candidate statements
- Conference materials (folders, reports, etc.)
- Reports of special committees
- Correspondence and other items presidents/vice-presidents designate for archives
- Interest group items of substance (minutes, bylaws, organization petitions)

Recommendations

Retain items posted to the CARL web site on the CARL web site.
Retain items posted to the Interest Group web pages on Interest Group web pages.
Keep unposted and/or non-electronic items in physical archives, for no longer than 10 years.
Retain tangible copies in physical archives where physical copies matter: conference folders and contents, for example.

C. Program materials in archives

- Announcements of programs, meetings, workshops, etc., of CARL and its interest groups.
From pre-digital days: these were mailed by post rather than sent as e-mail messages.
- Handouts, bibliographies, and other materials from programs, meetings, workshops, etc.
These are mostly from pre-digital days.

Recommendation

Retain tangible copies in physical archives for record of CARL programs and activities.
Or create digital history and discard.

D. Materials in archives we may opt not to retain

- Print outs of membership lists
- Audio tapes of programs
- Items from when CARL (and variously named precursors to CARL) were a part of CLA (have substantial amount of material mostly involving CSU precursor State University of College Librarians section.)

E. Materials in archives that should not be retained

- Old financial records (cancelled checks, check registers, receipts)
Treasurer keeps financial records as long as needed for use and legal purposes.
Treasurer's reports; old contracts and other materials that may have historical interest are kept in archives

Digital archives

Recommendations

Set up procedures for posting of archival items in CARL Web site.

Set up procedures for retention of posted items on Carl Web site.

Ensure back-up of web site.

Pay for sufficient storage space on web site.

Add new tangible items to physical CARL Archives only for those materials that are not or cannot be added to the CARL web site.

Relying on digital archives is dangerous as:

- 1) the CARL web site has gone down /been unavailable for long periods in the past
 - 2) in the past, older files have been deleted for space and format reasons
 - 3) web pages and files may be unreadable due to changes in browsers and formats
- Preservation of content has so far proven to be far better on paper than any digital format.

Permanent storage

Recommendations

Investigate possibilities for placement of existing archives in the archives section of a California library.

California libraries may be wary of accepting any new responsibilities in current economic conditions. Is a yearly charge a financial commitment CARL can make?

Alternately, look for archivists or libraries that are willing to take on the storage of the physical archives for a minimum period of three to five years.

If not all 25 feet of archives are kept and if not much new is added to the physical archives, it may be easier to find space for the archives.

Overall recommendations

Create a task force to explore digital archives issues.

This would include: planning scanning projects, planning for sufficient web space, planning for format changes ...

Re-structure the archives responsibilities. Task force to recommend if/how to move archives responsibilities to CARL officers and web master with perhaps someone appointed to coordinate.

Examples:

Current items continue to be posted to CARL Web site.

CARL Secretary continues to send files to web master for posting on Web site.

Treasurer maintains files of contracts, insurance, agreements, financial records/reports for current use. For items not of current use, transfers only those items of historical interest or possible future reference to CARL Archives.

CARL vice-presidents and presidents transfer any correspondence or reports of use to their successors. Items of historical interest are transferred to CARL Archives when not needed for current use.

**California Chapters Annual Report
Submitted by Amy Wallace
May 3, 2010**

1. ACRL expands regional, national and international adoption, use and development of information literacy standards.

SCIL Works 2010 - Practice, Practice, Practice (P3): Reinvigorating ILI Pedagogy was held February 5, 2010 at the CSU Chancellor's office in Long Beach.

Disturbing the Sediment: Dusting off the Information Literacy Competency Standards pre-conference was held at the 2010 CARL Conference in Sacramento.

New Directions in Library Instruction: Keywords, Visual Literacy, and Critical Thinking session was held at the 2010 CARL Conference in Sacramento.

Upstairs-downstairs: Working with a campus assessment coordinator and other allies for effective information literacy assessment discussion session was held at the 2010 CARL Conference in Sacramento.

Let's Try This Again: Redefining the Content of Information Literacy for a Post-Google World discussion session was held at the 2010 CARL Conference in Sacramento.

2. Strengthen ACRL's relationships with higher education organizations that are important to faculty and administrators in order to develop institutional understand of librarians' roles in enhancing teaching and learning.

Faculty Online Collaborations: One Jewel at a Time session was held at the 2010 CARL Conference in Sacramento.

Libraries as Bedrock: Partnering to Promote Diversity and Inclusiveness on Campus session was held at the 2010 CARL Conference in Sacramento.

3. ACRL increases member abilities to create and manage physical and virtual spaces and services as environments for discovery.

Libraries as Motion Video: setting up an in-house studio, getting visual & extending skill-sets into new environments pre-conference was held at the 2010 CARL Conference in Sacramento.

The service formerly known as reference: A changing paradigm pre-conference was held at the 2010 CARL Conference in Sacramento.

Reference Toolkit Revisited pre-conference was held at the 2010 CARL Conference in Sacramento, and as an interest group program in Southern California.

CARL Research Award Winner: Subjecting the Catalog to Assessment session was held at the 2010 CARL Conference in Sacramento.

Rock the CASBAH: CalArts Student Behaviors and Habits session was held at the 2010 CARL Conference in Sacramento.

People Make Research Guides session was held at the 2010 CARL Conference in Sacramento.

Digging into Our "Hidden Collections": Maximizing Staff Skills and Technology to Enhance Access to Special Collections session was held at the 2010 CARL Conference in Sacramento.

Are They Getting It: Seeking Evidence of Students' Research Behavior Over Time session was held at the 2010 CARL Conference in Sacramento.

Usability Testing of a Library Web Site: Librarians and Anthropologists Working Together
The Next Generation Research Guide: You Too Can Move to LibGuides and Plan a Cheap, Fun Marketing Campaign in One Semester or Less session was held at the 2010 CARL Conference in Sacramento.

- 1. Strengthen ACRL's role in serving as a catalyst for and supporting transformative change in scholarly communication systems.**
- 2. Enhance ACRL members' ability to provide education, advocacy, and coalition building to support transformative change in scholarly communication systems**
- 3. Enhance ACRL members' understanding of how scholars work and the systems, tools, and technology to support the evolving work of the creation, personal organization, aggregation, discovery, preservation, access and exchange of information in all formats.**

Library Research and Institutional Review: IRB got your hands tied? Did they get permission? session was held at the 2010 CARL Conference in Sacramento.

- 4. Strengthen ACRL's relationships with learned societies to expand membership knowledge of disciplinary practices in scholarship.**

Viticulture and Library Collection Development Program was held in San Luis Obispo on April 24, 2010.

Getting to the Root of STEM Education program was held in Northridge on December 4, 2009.

- 1. Increase ACRL's influence on campus information, academic, and communication technology priorities.**
- 2. Increase ACRL's communication on major trends and issues in libraries and higher education.**

The Importance of First: Understanding the Needs and Experiences of First-Generation College Student was held in Los Angeles on May 29, 2009.

Published four issues of The CARL Newsletter.

Made significant updates to the look, feel, and navigation of our website, including additional social media tools.

- 3. Strengthen partnerships with other organizations.**

Worked with CLA to provide two CARL representatives for their Snapshot Day.

- 4. Increase ACRL's influence in public policy affecting higher education.**
- 5. Increase ACRL's influence on national and regional accrediting entities.**
- 6. Increase ACRL members' ability to respond to and maintain critical levels of excellence in accreditation requirements and professional standard**
- 7. Expand ACRL research on the value of the library, the value of the librarian, and the value of information.**

- 1. Expand ACRL's alignment of programs and other learning opportunities based on data, member needs, and strategic priorities.**
- 2. Increase the accessibility of learning opportunities to meet the diverse needs of members by relying on research and best practices for design, delivery, and accessibility.**
- 3. Increase ACRL's agility in providing cutting-edge content for learning programs and publications.**
- 4. Expand ACRL's continuous learning opportunities on advocating the value of the library, the value of the librarian, and the value of information.**
- 5. Continue to play a leadership role in promoting research and publication in academic and research librarianship thereby creating and disseminating tools and a body of knowledge for the field.**

2010 CARL Research Award awarded to Shannon Staley, Valeria Molteni, and Christina Peterson for their proposal *Standardized Information Literacy Assessment: An Institution-Specific Approach*, and raised \$4500.00 in sponsorship to support the CARL Research Award in the future.

- 1. Develop leadership opportunities for ACRL members and increase professional development offerings on leadership.**
- 2. Design and deliver tools to ACRL members to empower them to communicate the value of their contributions to learning and scholarship.**
- 3. Increase recognition of the value of libraries and librarians by leaders in higher education, information technology, funding agencies, and campus decision making.**
- 4. Increase ACRL's efforts to support recruitment of new and diverse talent to academic and research librarianship.**

The 2010 Ilene F. Rockman CARL/ACRL Conference Scholarship was presented to Talitha Matlin and Daisy Larios, and raised over \$1000.00 to support this award in the future.

Six Interest Groups held no-host lunches at the 2010 CARL Conference in Sacramento.

- 1. Support the development and recognition of academic and research librarians as experts and campus leaders in information technology applications in libraries by offering educational opportunities.**
- 2. Build ACRL's capacity to partner with other technology-oriented higher education organizations to identify standards and best practices for managing digital libraries and digital library services.**
- 3. Support members in their exploration, research on, and implementation of new and emerging information technologies and their application for library services in educational environments.**

- 1. Expand the appeal of ACRL membership among current members with a special focus on those new to the profession and early in their careers.**

Is it really swim or sink for tenure tracks? discussion session was held at the 2010 CARL Conference in Sacramento.

Early Career Issues in Academic Librarianship discussion session was held at the 2010 CARL Conference in Sacramento. This session was so popular that we are planning a follow-up program.

Over a dozen new members were elected to office or appointed to advisory board positions, who had never served on the board before.

Over seventy CARL members helped with the conference in Sacramento. A number of volunteers are new to the profession.

A task force was created that will look at developing formal and informal mentor relationships among CARL members.

2. Increase the number of academic and research librarian members.

The CARL Executive Board drafted an email on the benefits of CARL, and the Presidents sent this email to all University of California, California State University, and Community College Library Directors. A list of library personnel from all WASC accredited institutions in California was also compiled, and the CARL benefits email was also sent to these groups.

3. Increase ACRL's membership from underrepresented ethnic and racial groups.

4. Increase the appeal of ACRL membership to broader communities.

5. Increase efforts to support recruitment of new and diverse talent to ACRL.

6. Support and encourage research and programming on the changing workforce in academic libraries and the implications for library education and training, leadership and middle management development, and staff recruitment and retention.

1. Increase and diversify fiscal and human assets.

Conference raised about \$7500. from sponsors and exhibitors.

Over a dozen new members were elected to office or appointed to advisory board positions, who had never served on the board before.

Over seventy CARL members helped with the conference in Sacramento. A number of volunteers are new to the profession.

2. Increase the mutual benefits of the ACRL/ALA relationship.

3. Increase and improve ACRL's organizational use of information technology.

CARL piloted the use of Elluminate web conference software for one of its four meetings. This technology saved members drive time, energy, and meant less time away from work. As a result, two of CARL's four board meetings will be use web conference software this year.

1. Expand commitment to adopting green and sustainable business practices for ACRL offices, conferences, continuing education and operations with business partners.

2. Create a discourse about the significance of sustainability and ways to promote it within ACRL.

3. Foster relationships and collaboration by identifying meaningful opportunities for cross-fertilization of ideas, research and problem-solving around sustainability, both

within ACRL and external to the association.

4. Plan and implement continuing education opportunities regarding sustainability for our members.

5. Engage with policy-makers, academics, non-academic non-governmental organizations, and the public in an effort to foster sustainability literacy.

**Special Report
CARL Mentoring Program 2010**

This project is an attempt to design a mentoring program for CARL, as originally conceived by former President Tracey Mayfield some years ago.

So far, we have assembled crew of librarian mentors, using information already gathered by former President Tracey Mayfield. I have talked or otherwise communicated with over two dozen librarians about involvement in the mentoring program, recruiting others at conferences and via multiple communication channels. Discussion has been both exploratory and energy producing.

We now have a list of eighteen mentors, and developed a spreadsheet listing contact information and school affiliation.

We solicited input for development of the mentoring program, with the following suggestions from the group:

- 1 Limit obligated service to one year.
- 2 Provide short bios so “mentees” can get a sense of the mentor’s background and interest.
- 3 Establish a “screening” committee to act as matchmaker.
- 4 Post info on the CARL website.
- 5 Create an online form for mentees to register, listing interests, career desires, grad school, etc.
- 6 Limit mentoring to one at a time.
- 7 Initial contact may be via phone or email, but for fullest value should graduate to face to face communication.

We have an opportunity to go in several directions, and I am hopeful we can develop a program that is simple, effective and sustainable without over-reaching our ability to serve our new members.

Ned Fielden
CARL Vice President North

CARL Bylaws

Approved by the CARL Executive Board on May 18, 1998,
and By Vote of the CARL Membership on September 30, 1998

Article I: Name

The name of this organization shall be the California Academic and Research Libraries Association (CARL), hereafter referred to as the Association.

Article II: Purpose

CARL is a forum for and an advocate of academic and research librarians and library personnel, and all other information professionals that serve academic and research institutions. The purpose of this organization shall be to: 1) provide opportunities for the professional growth of its members by conducting workshops and arranging programs; 2) encourage the exchange of ideas and information relating to library cooperation and development; 3) disseminate educational information oriented to those working in academic and research libraries and environments; and 4) support and, when appropriate, participate in programs of other regional and local organizations in California and the region in order to promote and improve library and information services to the academic and research community.

Article III: Affiliation

CARL is a chapter of the Association of College and Research Libraries (ACRL), a division of the American Library Association (ALA). It shall be subject to Article XIV (Chapters, Sections, Discussion Groups, & Committees) of the ACRL bylaws, which to the extent that they are applicable, take precedence over the bylaws of this organization.

Article IV: Membership and Dues

Section 1. Members. Any person interested in academic or research librarianship or in academic or research libraries in California or the surrounding region may become a member upon payment of CARL's annual dues. Institutions shall not be eligible for membership.

Section 2. Rights. Every member of CARL has the right to vote, to hold any office within the Association, to serve on any committee within the Association, to be a member of any CARL interest group or sub-unit, and to receive those publications given as perquisites of membership in CARL. While every member has the right to hold any elective or appointed office or committee assignment in the Association, including Interest Groups,

California Academic & Research Libraries (CARL) Association Standing Rules

These Standing Rules elaborate and supplement the operating policies of the California Academic Research Libraries (CARL) Bylaws. As such, they are intended to represent the current practices and procedures of the organization. These Standing Rules shall be adopted, amended, and/or repealed by the CARL Board of Directors. Any Board member may propose to amend or repeal these Rules. Proposals are adopted by a majority vote of the Board members and the Rules are updated as approved.

Article I: Name
See Bylaws

Article II: Purpose
See Bylaws

Article III: Affiliation
See Bylaws

Article IV: Membership and Dues
See Bylaws
Supplement to Section 2: Rights
While every member has the right to hold any elective or appointed office or committee assignment in the Association, including Interest Groups, non-members do not have the right to hold such offices or assignments.

non-members do not have the right to hold such offices or assignments.

Section 3. Dues. The amount of membership dues shall be determined by the CARL Board of Directors with the approval of the membership in a mail vote, in which a majority of those members voting vote in favor of the amount of dues proposed.

Article V: Membership, Appointive, and Elective Year
The membership, appointive and elective year shall be the calendar year.

Article VI: Elected Officers

Section 1. Elected Officers. The elected officers of the Association shall be President, Northern Vice-President, Southern Vice-President, Secretary, Treasurer, Membership Director, and ACRL Chapters Council Delegate, all of whom shall be members of ACRL.

Section 2. Terms of office. The Northern and Southern Vice-Presidents shall be elected from the membership in alternate years and shall each serve a two-year term as Vice-President/President-Elect, and a one-year term as President. The Secretary shall be elected annually by the membership and shall serve a one-year term. The Treasurer, Membership Director and ACRL Chapters Council Delegate shall be elected by the membership in alternate years and shall each serve a three-year term.

Section 3. Responsibility and authority. The elected officers shall perform the duties pertaining to their respective offices and other such duties as may be defined by the Board of Directors.

a) President. The President shall call meetings and serve as chairman of the Board of Directors, coordinate the statewide activities of CARL, and perform such duties as are necessarily incident to the office of President or as may be prescribed by the Board of Directors. The President shall make appointments to fill positions that become vacant within the organization on behalf of and with the approval of the Board of Directors. The President shall also make appointments to standing and ad hoc committees, develop and maintain master calendars, and submit annual reports to ACRL as requested. The President shall represent CARL within the library and higher education communities, and other appropriate forums, to advance the mission, goals and objectives of the Association.

b) Vice-Presidents. The Northern or Southern Vice-President shall succeed to the office of President after two years of service as Vice-President. The Vice-Presidents shall also perform such duties as are delegated or assigned by the President or the Board of Directors, shall act for the President in his or her absence at the discretion of the Board, and shall serve as the chief executive officer in the region from which he or she is elected.

Article V: Membership, Appointive, and Elective Year
See Bylaws

Article VI: Elected Officers
See Bylaws

The Vice-Presidents shall make all appointments to fill vacancies within the organization that are due to occur during the year of his or her presidency, and shall work closely with regional Coordinators to plan and promote regional programs, call and organize regional business meetings, prepare annual budget requests for the Association as needed, and perform other duties as required.

c) Secretary. The Secretary shall take minutes at all meetings of the Board of Directors and its Executive Committee, and at such other business meetings of the Association as may be required, and shall distribute the minutes in a timely fashion. The Secretary shall also be responsible for providing the Membership Director with a list of the names of all members elected or appointed to offices or committees of the Association, and for ensuring that all current or updated organizational policies and procedures, including statements of responsibility, required tasks, schedules, and deadlines, are reviewed and approved by the Board of Directors and documented as appropriate.

d) Treasurer. The Treasurer shall keep an accurate accounting of all CARL funds, prepare and submit financial reports on a quarterly basis, disburse funds for approved activities, and perform other duties as required or as assigned by the President or Board of Directors.

e) Membership Director. The Membership Director shall maintain a database of CARL members, which shall contain the prior service record of every CARL member and include a record of members' leadership roles, committee memberships, etc., and shall provide mailing labels and other information from the database as prescribed by the Board of Directors. The Membership Director shall also coordinate statewide membership activities, chair the Membership Committee, and perform other duties as required or as assigned by the President or Board of Directors.

f) ACRL Chapters Council Delegate. The ACRL Chapters Council Delegate shall represent CARL at meetings of the ACRL Chapters Council that occur at Annual Conferences and Midwinter Meetings of ALA, and carry out other activities required as a delegate to the ACRL Chapters Council, or as assigned by the President or Board of Directors.

Article VII: Appointed Officers

Section 1. Appointed Officers. Appointed officers of the Association shall include the Northern Interest Group Coordinator, the Southern Interest Group Coordinator, the Northern Campus Liaison Coordinator, the Southern Campus Liaison Coordinator, the Newsletter Editor, the Web Site Coordinator, the Archivist, and others as designated by the Board of Directors.

Section 2. Appointment. The Interest Group Coordinators and Campus Liaison Coordinators shall be appointed by the Board of Directors from among those directors elected to the Board by the membership at large, or directly from the membership at large

Article VII: Appointed Officers
Sections 1, 2, 3: See Bylaws

if the composition of the Board of Directors makes it impossible to achieve the regional representation guaranteed in these bylaws. The Newsletter Editor, Web Site Coordinator, Archivist, and any other appointed officers shall be appointed as needed on an ad hoc basis by the President with the advice and consent of the Board of Directors.

Section 3. Terms of office. Terms of office for appointed officers shall be designated by the Board of Directors at the time of appointment, but shall not exceed three years, unless otherwise specified by the Board. Appointed officers may be appointed to consecutive terms upon the recommendation and approval of the Board of Directors.

Section 3. Responsibility and authority. The appointed officers serve the Association at the will of the Board of Directors and shall perform the duties pertaining to their respective offices and other such duties as may be defined by the Board.

a) Interest Group Coordinators. The Interest Group Coordinator for each region shall: 1) provide the Membership Director with an up-to-date roster of the chairman, officers and committee members of each interest group; 2) regularly inform interest group leaders of CARL activities; 3) orient interest group leaders with respect to CARL policies and procedures; 4) act as liaison between the interest group leaders and the CARL officers and Board of Directors; 5) provide advice and support to regional interest groups; 6) coordinate with interest group leaders the dates and topics of regional programs; 7) insure that all interest group programs and meetings include mention of CARL, distribution of membership applications, and introduction of any CARL leaders present at the meeting; 8) insure that interest group programs and other activities are announced and reported in CARL publications, electronic communications and other channels, as appropriate; and 9) if appointed from the membership at large, serve as an ex officio, non-voting member of the Board of Directors.

b) Campus Liaison Coordinators. The Campus Liaison Coordinator for each region shall: 1) serve as a member of the Membership Committee; 2) provide the Membership Director with an up-to-date roster of CARL campus liaisons in the region; 3) work to extend the campus liaison network to inform campus liaisons of CARL activities; 4) regularly inform campus liaisons with respect to CARL policies and procedures; 5) orient campus liaisons with respect to CARL officers and Board of Directors; 6) act as liaison between the campus liaisons and the CARL Membership Director in regard to membership renewal and recruitment activities; 7) insure that news of members and institutions is reported by campus liaisons in CARL publications, electronic communications and other channels, as appropriate; and 9) if appointed from the membership at large, serve as an ex officio, non-voting member of the Board of Directors.

Section 4--Responsibility and Authority

The appointed officers serve the Association at the will of the Board of Directors and shall perform the duties pertaining to their respective offices and other such duties as may be defined by the Board.

Rule 1 Interest Group Coordinators. The Interest Group Coordinators for each region shall: 1) provide the Membership Director with an up-to-date roster of the chairman, officers and committee members of each interest group; 2) regularly inform interest group leaders of CARL activities; 3) orient interest group leaders with respect to CARL policies and procedures; 4) act as liaison between the interest group leaders and the CARL officers and Board of Directors; 5) provide advice and support to regional interest groups; 6) coordinate with interest group leaders the dates and topics of regional programs; 7) insure that all interest group programs and meetings include mention of CARL, distribution of membership applications, and introduction of any CARL leaders present at the meeting; 8) insure that interest group programs and other activities are announced and reported in CARL publications, electronic communications and other channels, as appropriate; and 9) if appointed from the membership at large, serve as an ex officio, non-voting member of the Board of Directors.

Rule 2 Campus Liaison Coordinators

The Campus Liaison Coordinator for each region shall: 1) serve as a member of the Membership Committee; 2) provide the Membership Director with an up-to-date roster of CARL campus liaisons in the region; 3) work to extend the campus liaison network to institutions not represented by CARL members; 4) regularly inform campus liaisons of CARL activities; 5) orient campus liaisons with respect to CARL policies and procedures; 6) act as liaison between the campus liaisons and the CARL officers and Board of Directors; 7) communicate with campus liaisons on behalf of the Membership Director in regard to membership renewal and recruitment activities; 8) insure that news of members and institutions is reported by campus liaisons in CARL publications, electronic communications and other channels, as appropriate; and 9) if appointed from the membership at large, serve as an ex officio, non-voting member of the Board of Directors.

<p>c) Newsletter Editor. The Newsletter Editor shall: 1) serve as an ex officio, non-voting member of the Board of Directors; 2) organize and oversee the production and distribution of the Association's official newsletter; 3) develop and administer editorial policies in consultation with the President and Board of Directors; 4) work with the President and Board of Directors to plan the content of each issue and solicit material; 5) advise the President and Board of Directors on other matters relating to the publication and communication of information about CARL activities.</p> <p>d) Web Site Coordinator. The Web Site Coordinator shall: 1) serve as an ex officio, non-voting member of the Board of Directors; 2) organize and oversee the development and maintenance of the Association's presence on the World Wide Web; 3) develop and administer editorial, design and technical policies for the Association's electronic communication media in consultation with the President and Board of Directors; 4) work with the President and Board of Directors to plan the content of all electronic communications and materials; and 5) advise the President and Board of Directors on other matters relating to the Association's electronic forms of publication and communication.</p> <p>e) Archivist. The Archivist shall: 1) serve as an ex officio, non-voting member of the Board of Directors; 2) organize and maintain the CARL archive; 3) maintain a list of the materials which should be routinely submitted to the archive, and periodically remind those responsible for submitting materials to the archive, to insure that materials are added consistently according to the established guidelines; 4) develop guidelines and procedures for requesting information or copies of materials from the archive; and 5) retrieve information from the archive as requested by another officer of CARL or the Board of Directors.</p> <p>Article VIII: Board of Directors</p> <p>Section 1. Members. The Board of Directors shall consist of the elected and appointed officers of the Association, the chairman of the Committee on Organization, and four elected directors-at-large. All elected officers and directors-at-large shall serve as voting members of the Board; appointed officers and the chairman of the Committee on Organization shall serve as ex officio, non-voting members.</p>	<p>Rule 3 Newsletter Editor The Newsletter Editor shall: 1) serve as an ex officio, non-voting member of the Board of Directors; 2) organize and oversee the production and distribution of the Association's official newsletter; 3) develop and administer editorial policies in consultation with the President and Board of Directors; 4) work with the President and Board of Directors to plan the content of each issue and solicit material; 5) advise the President and Board of Directors on other matters relating to the publication and communication of information about CARL activities.</p> <p>Rule 4 Web Site Coordinator The Web Site Coordinator shall: 1) serve as an ex officio, non-voting member of the Board of Directors; 2) organize and oversee the development and maintenance of the Association's presence on the World Wide Web; 3) develop and administer editorial, design and technical policies for the Association's electronic communication media in consultation with the President and Board of Directors; 4) work with the President and Board of Directors to plan the content of all electronic communications and materials; and 5) advise the President and Board of Directors on other matters relating to the Association's electronic forms of publication and communication.</p> <p>Rule 5 Archivist The Archivist shall: 1) serve as an ex officio, non-voting member of the Board of Directors; 2) organize and maintain the CARL archive; 3) maintain a list of the materials which should be routinely submitted to the archive, and periodically remind those responsible for submitting materials to the archive, to insure that materials are added consistently according to the established guidelines; 4) develop guidelines and procedures for requesting information or copies of materials from the archive; and 5) retrieve information from the archive as requested by another officer of CARL or the Board of Directors.</p> <p>Rule 6 Legislative Liaison The Legislative Liaison shall: 1) serve as an ex officio, non-voting member of the Board of Directors 2) inform the CARL membership of federal and state legislation that affects academic and research libraries and librarians; 3) encourage the CARL membership to be pro-active in contacting their congressional representatives to urge action on key issues; 4) work with the ALA Washington office to connect the CARL membership with the national library organization legislative initiatives; and 5) where feasible, work with lobbyists at the national, state, and institutional level to promote the goals of libraries and librarians.</p> <p>Article VIII: Board of Directors Sections 1 and 2- See Bylaws</p>
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Section 2. Responsibility and authority. The governing body of the Association shall be the Board of Directors. The Board shall direct the affairs of the Association, determine its policies or changes therein, actively encourage support for its goals, establish financial policies for the Association and be accountable for CARL assets, and be responsible for the interpretation of these bylaws. The Board may adopt such rules and regulations for the conduct of its business as shall be deemed advisable, and may in the execution of the powers granted delegate certain of its authority and responsibility to such agents as it may consider necessary. The Board shall delegate the day-to-day operations of the Association to its elected and appointed officers.

Section 3. Directors-at-Large. Directors-at-large shall be elected by the CARL membership from among the members of the Association and shall each serve a two-year term. To the greatest possible extent, it shall be the responsibility of the Nominating Committee to insure that those nominated and elected to serve as directors-at-large represent in equal proportions the northern and southern regions of the northern and southern regions of the area served by CARL.

- a) One director-at-large shall be elected based upon nominations from those members affiliated with the University of California system; one shall be elected based upon nominations from those members affiliated with the California State University system; one shall be elected based upon nominations from those members affiliated with the California Community College system; and one shall be elected based upon nominations from those members affiliated with California's private academic and research institutions.
- b) The terms of office of the directors-at-large shall overlap, with two directors-at-large to be elected each year: year 1, University of California and private academic/research directors-at-large; year 2, California State University and California Community College directors-at-large. On the ballot all nominees shall be listed as candidates for "director-at-large."
- c) Once elected director-at-large, a Board member may not serve as an officer in any CARL interest group for the duration of his or her two-year term.

Section 3--Directors-at-Large

Directors-at-large shall be elected by the CARL membership from among the members of the Association and shall each serve a two-year term. To the greatest possible extent, it shall be the responsibility of the Nominating Committee to insure that those nominated and elected to serve as directors-at-large represent in equal proportions the northern and southern regions of the area served by CARL, and include a mix of public, private, and community colleges and universities. Once elected, directors-at-large may not serve as president or Chair of any CARL interest group for the duration of his or her two-year term.

Rule 7 Directors-at-Large Responsibilities

Directors-at-Large shall: 1) represent generally, through election to the Board one of the following specific constituencies within CARL's membership: academic and research librarians at a) the University of California, b) the California State University; c) the Community Colleges, or d) private or independent universities, colleges, or other organizations; 2) advise the President and Board of Directors on other matters relating to the specific constituency group; 3) if appointed, serve as an Interest Group or Campus Liaison Coordinator, usually for the northern or southern region; 4) perform other specific responsibilities as may be assigned by the President in order to accomplish the tasks of the Board and fulfill the goals of the organization.

Rule 8 Travel Reimbursement Policy

"Some Board members can obtain reimbursement from their institutions for travel to CARL Board/Board Committee meetings. If this is the case, reimbursement should be sought from the institution. Otherwise, travel reimbursement will be made for Board members to Board meetings. Reimbursable expenses include airfare, ground

<p>transportation to and from the airport, or airport parking, and automobile mileage to and from the meeting. Mileage will be reimbursed at the Standard Mileage Rate set by the Internal Revenue Service http://www.irs.gov search for "Standard Mileage Rate" along with the year (e.g., 2005)] for the year in which the travel occurred. Board members may also voluntarily choose to waive travel reimbursement."</p> <p>Sections 4, 5, 6, and 7: See Bylaws Article IX: Executive Committee See Bylaws</p>	<p>Section 4. Quorum. At any meeting of the Board of Directors a simple majority of the voting members of the Board shall constitute a quorum.</p> <p>Section 5. Meetings of the Board. A regular meeting of the Board of Directors shall be held no less than twice each year. Additional meetings of the Board may be called by the President or at the request of a majority of the voting members of the Board. Actions of the Board taken at any meeting shall be reported in writing by the Secretary no later than the next Board meeting.</p> <p>Section 6. Absence. Any elected officer or director-at-large who shall have been absent from two (2) consecutive meetings of the Board of Directors shall automatically vacate his or her seat on the Board and the vacancy shall be filled as provided in these bylaws. However, the Board of Directors shall consider each absence of an elected officer or director as a separate circumstance and may waive such absence by affirmative vote of a majority of its members.</p> <p>Section 7. Compensation. No elected officer or director-at-large shall receive any compensation for his or her service on the Board of Directors.</p> <p>Article IX: Executive Committee</p> <p>Section 1. Members. The Executive Committee shall consist of the elected officers of the Association.</p> <p>Section 2. Responsibility and authority. The Executive Committee may act in place and stead of the Board of Directors between regular or special Board meetings and may: a) act for the Board and make decisions on matters that require action before the next Board meeting, that have been specifically delegated by the Board to the Executive Committee, or that affect the budget and require immediate action; b) act for the Board in the administration of established policies and programs, and make recommendations to the Board with respect to matters of policy and operation of the Association; and c) review CARL activities, programs and recommended priorities. The actions of the Executive Committee shall be reported in writing by the Secretary no later than the next meeting of the Board.</p> <p>Section 3. Call of meetings. The President shall call meetings of the Executive Committee as required by the business of the Association.</p> <p>Section 4. Quorum. At any meeting of the Executive Committee a simple majority of its</p>
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<p>members shall constitute a quorum.</p> <p>Article X: Membership Meetings It shall be the responsibility of the President to call statewide membership meetings and of the regional Vice-Presidents to call regional membership meetings as needed to conduct the business of the Association. Additional meetings of the CARL membership may be called by a majority of the voting members of the Board of Directors or by petition of at least twenty CARL members. One hundred members shall constitute a quorum of the Association for the transaction of all business conducted at any membership meeting.</p> <p>Article XI: Elections, Mail Votes and Electronic Votes</p> <p>Section 1. Right to vote. All members in good standing shall be eligible to vote.</p> <p>Section 2. Elections. Elections to elective positions for the Association as a whole, and for regional and interest groups, shall be by mail vote. The candidate receiving the largest number of votes shall be elected. In the case of a tie vote the successful candidate shall be determined by lot. To the extent possible, regional and interest group elections shall coincide with and follow the same procedures as elections for the Association as a whole. When such is not possible or practical, regional and interest groups may establish, with the approval of the Board of Directors, separate elections for elective positions. In such cases, the election of officers shall be reported in writing to the appropriate regional Interest Group Coordinator within 30 days.</p> <p>Section 3. Membership votes. Mail and electronic votes of the membership of the Association may be authorized as needed by the Board of Directors, provided all members are canvassed simultaneously and votes are otherwise conducted as specified in the bylaws. If no time limit is explicitly set, no vote shall be counted unless received within 30 days from the day the text of the matter voted upon was distributed to those entitled to vote.</p> <p>Section 4. Board of Directors votes. Mail or electronic votes of the Board of Directors may be taken provided they are authorized by the officers of the Association, all voting Board members are canvassed simultaneously and votes are conducted as specified in the bylaws. Actions taken by the Board by means of mail or electronic votes shall be confirmed at the next regular meeting of the Board.</p> <p>Section 5. Committees, regional groups and interest groups. Mail and electronic votes of duly constituted bodies of the Association may be taken provided such votes are authorized by the committee chair, regional officer or interest group leader as appropriate. An affirmative vote of a majority of those voting shall be required to take action. Voting options, time limits and procedures shall be the same as specified in these bylaws.</p>	<p>Article X: Membership Meetings See Bylaws</p> <p>Article XI: Elections Section 1: See Bylaws</p> <p>Section 2: Elections Elections to elective positions for the Association as a whole, and for regional and interest groups, shall be by vote. The candidate receiving the largest number of votes shall be elected. In the case of a tie vote the successful candidate shall be determined by lot. To the extent possible, regional and interest group elections shall coincide with and follow the same procedures as elections for the Association as a whole. When such is not possible or practical, regional and interest groups may establish, with the approval of the Board of Directors, separate elections for elective positions. In such cases, the election of officers shall be reported in writing to the appropriate regional Interest Group Coordinator within 30 days.</p> <p>Rule 9 Elections for members of the Board of Directors The Nominating and Elections Committee is responsible for: 1) preparing a slate of candidates for the election of CARL officers; and for 2) organizing and carrying out the balloting process for election of CARL officers and for approval of proposed amendments to the bylaws. Because the terms of office are aligned with the calendar year, elections should be conducted so that new officers are elected in the fall.</p> <p>Rule 10 Approval of bylaws Balloting for the approval of bylaws should be conducted, whenever possible, in conjunction with the election of officers.</p> <p>Rule 11 Nominations The Nominating and Elections Committee shall: 1) call for nominations for office from the full membership; 2) obtain from the Membership Director a record of members' past CARL participation and leadership to assist the Committee and other CARL members in nominating candidates for elected and appointed positions. In the selection of nominees for elective offices, every effort shall be made to insure fair representation from different academic and research libraries and equal proportions from University of California, California State University, California Community Colleges, and private</p>
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<p>academic/research libraries.</p> <p>Rule 12 Directors-at-Large Terms of Office The terms of office of the directors-at-large shall overlap, with two directors-at-large to be elected each year. On the ballot, all nominees shall be listed as candidates for >directors-at-large.</p> <p>Rule 13 Election Sequence Election of officers and >directors-at-larges shall follow the sequence shown: 2008 Vice-President- North Director-at-large UC Director-at-large CSU Treasurer 2009 Vice-President- South Director-at-large Private Director-at-large Community College Secretary ACRL Chapter's Council Delegate 2010 Vice-President-North Director-at-large UC Director-at-large CSU Membership Director</p> <p>Rule 14 Ballots Ballots for all elections and for decisions requiring a vote of the membership shall be distributed to all CARL members in good standing. The format of the ballot and the means of secure, timely and cost-effective distribution and return of ballots shall be determined by the Board of Directors, which from time to time may consider new methods of distribution as become available. If no time limit is explicitly set, no vote shall be counted unless received within 30 days from the day the text of the matter voted upon was distributed to those entitled to vote. Results shall be tabulated by the Nominating and Elections Committee and shall be published in the CARL Newsletter or other similar means for notifying the full membership.</p> <p>Article XII: Committees Sections 1: See Bylaws</p> <p>Section 1. Authorization. Committees of the Association as a whole shall be authorized by action of the Association or the Board of Directors, except as otherwise provided in these bylaws.</p> <p>Section 2. Standing Committees. Standing Committees of the Association shall be the Nominating and Elections Committee, the Membership Committee, the Committee on</p>	<p>Rule 12 Directors-at-Large Terms of Office The terms of office of the directors-at-large shall overlap, with two directors-at-large to be elected each year. On the ballot, all nominees shall be listed as candidates for >directors-at-large.</p> <p>Rule 13 Election Sequence Election of officers and >directors-at-larges shall follow the sequence shown: 2008 Vice-President- North Director-at-large UC Director-at-large CSU Treasurer 2009 Vice-President- South Director-at-large Private Director-at-large Community College Secretary ACRL Chapter's Council Delegate 2010 Vice-President-North Director-at-large UC Director-at-large CSU Membership Director</p> <p>Rule 14 Ballots Ballots for all elections and for decisions requiring a vote of the membership shall be distributed to all CARL members in good standing. The format of the ballot and the means of secure, timely and cost-effective distribution and return of ballots shall be determined by the Board of Directors, which from time to time may consider new methods of distribution as become available. If no time limit is explicitly set, no vote shall be counted unless received within 30 days from the day the text of the matter voted upon was distributed to those entitled to vote. Results shall be tabulated by the Nominating and Elections Committee and shall be published in the CARL Newsletter or other similar means for notifying the full membership.</p> <p>Article XII: Committees Sections 1: See Bylaws</p> <p>Section 2: Standing Committees Standing Committees may be established to consider matters of the Association that</p>
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Organization, and the Awards Committee. Except as specified otherwise by the Board, standing committee members shall be appointed by the President for a term of one year.

a) Nominating and Elections Committee. The Nominating and Elections Committee shall consist of the senior Vice-President, and four other members, including a chairman. Three of the five members, including the chairman, shall be from the region from which the next Vice-President/President-Elect is to be elected. The Nominating and Elections Committee shall: 1) call for nominations and prepare a slate of candidates for the election of CARL officers; 2) organize and carry out the balloting process for elections and for approval of proposed amendments to the bylaws; and 3) obtain from the Membership Director a record of members' past CARL participation and leadership to assist the Committee and other CARL members in nominating candidates for elected and appointed positions. In the selection of nominees for elective offices, every effort shall be made to insure fair representation from different academic and research libraries. Ballots for all elections and decisions requiring a vote of the membership shall be mailed to all CARL members in good standing. Results shall be tabulated by the Nominating and Elections Committee and shall be published in the CARL Newsletter.

b) Membership Committee. The Membership Committee shall consist of the Membership Director, as chairman, the Northern and Southern Campus Liaison Coordinators, and two CARL members, one from the southern region and one from the northern region, each appointed by the Vice-President in that region. The Membership Committee shall advise the Membership Director with regard to membership recruitment and renewal efforts and assist in carrying them out.

require continuity of attention by the members. Except as specified otherwise by the Board, standing committee members shall be appointed by the President for a term of one year. Appointments shall be made in such a manner as to provide continuity in membership.

Rule 15 Nominating and Elections Committee

The Nominating and Elections Committee shall consist of the senior Vice-President, and four other members, including a chairman. Three of the five members, including the chairman, shall be from the region from which the next Vice-President/President-Elect is to be elected. The Nominating and Elections Committee shall: 1) call for nominations and prepare a slate of candidates for the election of CARL officers; 2) organize and carry out the balloting process for elections and for approval of proposed amendments to the bylaws; and 3) obtain from the Membership Director a record of members' past CARL participation and leadership to assist the Committee and other CARL members in nominating candidates for elected and appointed positions. In the selection of nominees for elective offices, every effort shall be made to insure fair representation from different academic and research libraries. Ballots for all elections and decisions requiring a vote of the membership shall be mailed to all CARL members in good standing. Results shall be tabulated by the Nominating and Elections Committee and shall be published in the CARL Newsletter; and 4) carry out other duties as assigned by the Board of Directors.

Rule 16 Membership Committee

The Membership Committee shall consist of the Membership Director, as chairman, the Northern and Southern Campus Liaison Coordinators, and two CARL members, one from the southern region and one from the northern region, each recommended by the Vice-President in that region. The Membership Committee shall: 1) advise the Membership Director with regard to membership recruitment and renewal efforts and assist in carrying them out; and 2) assist in monthly renewal efforts in the region; and 3) carry out other duties as assigned by the Board of Directors.

Rule 17 Committee on Organization

The Committee on Organization shall consist of the junior Vice-President, the Secretary, the Treasurer, and two other members appointed by the President. The chair of the Committee shall be appointed from among its members by the President and shall serve as an ex officio member of the Board of Directors. The Committee on Organization shall: 1) review the efficiency and effectiveness of the organizational structure in meeting the goals of the organization; 2) assess the potential impact of proposed changes and new program initiatives on the organization and its finances; 3) recommend revisions and amendments to the bylaws; and 4) investigate and report on such other organizational issues as may be prescribed or assigned by the Board of Directors; and 5) carry out other duties as assigned by the Board of Directors.

Rule 18 Outstanding CARL Member Award Committee

The Outstanding CARL Member Award Committee shall consist of the Vice-Presidents and three at-large members including the last recipient of the Outstanding CARL Member Award. The Committee shall be chaired by the junior Vice-President. The Awards

Committee shall: 1) convene every other year; 2) solicit nominations for the Outstanding CARL Member Award; 3) recommend an award recipient to the Board of Directors for its approval; and 4) arrange for the design and execution of the award, itself; and 5) carry out other duties as assigned by the Board of Directors.

Rule 19 CARL/ACRL Conference Scholarship Award Committee

This annual award subsidizes attendance at CARL/ACRL biennial conferences, thus encouraging and supporting library school students in preparing for a career in academic librarianship. For the biennial CARL Conference, two recipients will be selected and awarded \$500.00 each. For the biennial ACRL Conference, one recipient will be selected and awarded \$1000. The CARL/ACRL Conference Scholarship Award Committee shall consist of three at-large CARL members appointed by the President. The Committee shall: 1) convene every year; 2) communicate scholarship opportunity, including details and deadlines; 3) select and recommend award recipient to the Board of Directors for its approval; and 4) notify applicants and recipients of Committee selection; and 5) carry out other duties as assigned by the Board of Directors.

Rule 20 Research Award Committee

The CARL Research Award was established to provide seed money to encourage CARL members engaged in research and/or publication efforts. A competitive cash award will be awarded to the successful applicants. Individual applicants may apply for awards in the range of \$250 to \$1,500. Groups of two or more recipients may apply for awards in the range of \$250 to \$2,000. Award amount requested must be justified by a budget. The recipients of the award will be expected to present a summary of the research for a CARL program, publication, or conference. The Research Award Committee shall consist of five at-large members appointed by the President. The President shall also appoint a Chair for a 2-year term. The Research Award Committee shall: 1) convene every year; 2) solicit nominations for the Research Award; 3) recommend an award recipient to the Board of Directors for its approval; and 4) arrange for the design and execution of the award, itself; and 5) carry out other duties as assigned by the Board of Directors.

Rule 21 CARL Finances Council

The Finances Council shall consist of the President, the Senior Vice-President, the Junior Vice-President, and the Treasurer. The chair of the Committee shall be appointed from among its members by the president. Advisory members include: Membership Director, Newsletter Editor, IG Coordinators, ACRL Delegate, and Long Range Conference Planning Committee members. The Finances Council shall:

- 1) monitor the overall financial health of the organization;
- 2) recommend strategies for long-term financial planning;
- 3) propose and monitor all budgets including annual budget, and budget for conference years;
- 4) suggest and review recommendations for additional fund-raising efforts;
- 5) understand and review the Quickbooks; accounting procedures;
- 6) understand the tax returns, insurance, and banking procedures.

**Section 3--Ad hoc committees
See Bylaws**

Section 3. Ad hoc committees may be appointed by the President as needed.

<p>Section 4. Committee Members. Members of standing and ad hoc committees must be CARL members in good standing.</p> <p>Section 5. Discontinuance. A committee of the Association may be discontinued only by the agency authorizing it.</p> <p>Article XIII: Regional Groups and Interest Groups</p> <p>Section 1. Establishment of regional groups. CARL shall have a northern region and a southern region. The chief executive officer of each region shall be the Vice-President from that region. Each region shall also have a program committee, which shall be appointed by the regional Vice-President.</p> <p>Section 2. Establishment of interest groups. Interest groups may be formed by petition of twenty or more members to the Board of Directors. Interest groups determine their own organizational structure and procedures for leadership succession, subject to the approval of the Board of Directors, and shall regularly inform the appropriate regional Interest Group Coordinator and Vice-President of the names of all officers and committee members. Interest Groups shall also regularly communicate with the Interest Group Coordinator and Vice-President in their region to coordinate regional program planning, insure adequate financial and logistical support, and report to the membership of the Association on their activities.</p> <p>Section 3. Dissolution. An interest group may be dissolved at its request by the Board of Directors and shall be so dissolved if it becomes inactive for an extended period of time, as determined by the Board, or fails to comply with the provisions of these bylaws.</p> <p>Article XIV: Publications</p> <p>The official publication of the Association shall be the CARL Newsletter. Proposals for other publications shall be reviewed and approved by the Board of Directors.</p> <p>Article XV: Vacancies</p> <p>The President, with the advice and consent of the Board of Directors, shall appoint a replacement for any elective or appointive office that becomes vacant. In the event of a vacancy in the office of President or Vice President, the Board of Directors shall appoint a replacement. Such appointee shall serve in the office until the next annual election, at which time the membership shall elect a replacement to fill any remaining portion of the vacated office. Interim appointments must be made within thirty days of the occurrence of any vacancy in an elected or appointed office.</p>	<p>Section 4. Committee Members See Bylaws</p> <p>Section 5. Discontinuance See Bylaws</p> <p>Article XIII: Regional Groups See Bylaws</p> <p>Article XIV: Interest Groups See Bylaws</p> <p>Article XV: Publications See Bylaws</p> <p>Article XVI: Vacancies See Bylaws</p>
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Article XVI: Parliamentary Authority

The parliamentary authority used by this Association shall be the same as that used by ACRL.

Article XVII: Dissolution

The property of this corporation is irrevocably dedicated to educational purposes meeting the requirements of section 214 of the California Revenue and Taxation Code and no part of the net income or assets of the organization shall every inure to the benefit of any director, officer or member thereof or to the benefit of any private person. Upon dissolution of this corporation assets shall be distributed for one or more exempt purposes within the meaning of Section 501(c)3 of the Internal Revenue Code or corresponding section of any future Federal Tax Code, or shall be distributed to the Federal government, or to a State or local government, for a public purpose. However, if the named recipient is not then in existence or no longer a qualified distributee, or unwilling or unable to accept the distribution, then the assets of this corporation shall be distributed to a fund, foundation, or corporation organized and operated exclusively for the purposes specified in Section 501(c)3 of the Internal Revenue Code (or corresponding section of any future Federal Tax Code.)

Article XVIII: Amendments

Section 1. Proposals. Amendments to the bylaws may be proposed by the Board of Directors, by any standing committee of the Association in writing to the Board of Directors, or by a petition signed by twenty (20) or more members of the Association.

Section 2. Board action. A proposed amendment to the bylaws shall be voted upon by the membership of the Association after it has been approved by a majority of the voting members of the Board of Directors.

Section 3. Notice. Written notice of the text of the amendment shall be provided to members at least 30 days before consideration.

Section 4. Voting. Amendments shall be voted upon by the membership and shall be adopted by an affirmative vote of the majority of members who respond to a vote by mail or at any statewide Association meeting, as long as such action was announced at least 30 days previously.

Article XVII: Mail and Electronic Votes

Section 1: Membership Votes

Votes of the membership of the Association may be authorized as needed by the Board of Directors, provided all members are canvassed simultaneously and votes are otherwise conducted as specified in the bylaws and in these Standing Rules.

Section 2: Board of Directors Votes

Votes of the Board of Directors may be taken by mail or electronic means provided they are authorized by the officers of the Association, all voting Board members are canvassed simultaneously, and votes are conducted as specified in the bylaws and in these Standing Rules. Actions taken by the Board by such means shall be confirmed at the next regular meeting of the Board.

Section 3: Committees, Regional Groups, and Interest Groups Votes

Votes of duly constituted bodies of the Association may be taken provided such votes are authorized by the committee chair, regional officer or interest group leader as appropriate. An affirmative vote of a majority of those voting shall be required to take action. Voting options, time limits, and procedures shall by the same as specified in these Standing Rules.

Article XVIII: Amendments

See Bylaws

APPENDIX III: Board Reports

CARL President

Amy Wallace

Hi Everyone:

Here is what I have been up to:

1. Checking my approval ratings
2. Pondering the my presidency legacy
3. Wondering why CNN has not called me to do a special segment

No Really:

- CARL Conference
- Attended the Rockman winners luncheon
- Held the annual business meeting at CARL
- Followed Up with Sponsors
- Worked with Brena on Proceedings
- Tied up CARL Conference Loose Ends
- Drafting a CARL Conference Report for Stephanie
- Finalized the appointments to the Research Committee and Scholarship Committee
- Completed the Annual Report (See Attached)
- Recommended to CARL members to serve on CLA Snapshot Day.
- Represented CARL at the UNT-CSUN All School Day
- Completed a Bylaws-Standing rules Comparison (Which depressed me even more)
(See Attached for June Meeting)
- Drafted suggestions on bylaws changes to the June Board meeting
(See Attached and Read before the June Meeting)
- Pres Newsletter Column (Draft sent to Mira) (See Attached)

That's all I can remember

President's Message

Hello my name is Amy, and I am addicted to conferences. I attended approximately 14 board meetings, 4 conferences, and 8 programs last year. This was a light year for me since I was in the midst of planning the CARL Conference, and took on a new job. Of course my institution can only fund one or two of these activities a year, so I have had to find other means to support my

habit. Usually friends and family give me a place to flop, so I have not had to resort to a life of crime.

Conferencing is not in my nature. I am not fond of large crowds, have never been good at meeting new people, and am intrinsically motivated. Conference sessions and activities rarely meet an immediate need related to my work or career, since I tend to gravitate toward conferences, sessions, and people that have no direct relationship to what I do on a day-to-day basis. On the other hand, conferences do allow me to save up bits and pieces of presentations and interactions that I have made use of years later. Solutions for problems come to me when listening to others discussing or presenting on completely unrelated topics. Chance conversations with someone cause me to completely rethink something. At the recent CARL Conference I got my fix with an “ah ha” moment during the *Usability Testing of a Library Website* discussion session (which was completely unrelated to this extremely engaging session), a chance conversation on research design at the nearby Starbucks, the opportunity to meet the amazing Rockman Scholarship winners, finally being able to put faces to names for the over 80 presenters and 70 volunteers, and “laugh so hard you cry” chats with the bell staff at the Holiday Inn.

I wish everyone could have attended the CARL Conference, but understand the realities of campus travel bans, budget cuts, and the daunting prospect of returning to a larger mountain of work. CARL has employed new technologies to recreate the in-person conference going experience. Facebook, Twitter, and other social networking technologies were encouraged at the conference. All plenary speaker presentations, breakout session papers, discussion session summaries, and poster session images are now compiled and will be posted to the CARL website. Unfortunately, technology has yet to recreate all those serendipitous connections that have hooked me on conferencing. There is something about learning something new while at the same time being physically and mentally separated from the day-to-day reality of my workplace. It is just not the same for me to attend webinar while sitting in my office or a nearby conference room. I crave the interaction, and have a hard time living vicariously through someone else’s Twitter feed. I want to be immersed in the overall experience, and have never once thought to read a proceeding cover to cover for a conference that I have not attended.

Tough times have forced libraries to focus on maintaining existing services and resources, dealing with “just in time” needs, and putting out fires. We need to find little ways to reflect, investigate, research, and share. We need to make time for discussion, networking, and information sharing across libraries. We need to see in-person conferences, programs, and professional meetings as a necessity to move things forward in our profession, and not as a luxury.

So indulge me. Go to a conference or program that is new for you. You may not have to go far. SCIL Works or a CARL North Mini-Conference might do the trick. While there, sit at a table with people you do not know, go to a session that is outside your area of expertise, or go out to a meal or fun activity with your colleagues. If you want to venture to the dark side, get on a conference planning committee. CARL 2012 in San Diego is just around the corner. If that sounds like a big step, then start by planning an interest group program. Or maybe attend a conference or program that does not or is only tangentially related to your job, and then bring back the scoop to CARL. I know everyone is just dying to hear all about my trip to the WASC Conference last month or my forays to the ASIST Information Architecture Summit. No matter what you do, stop me and chat about it. I can’t wait!

**Vice President North's Report
2rd Quarter 2010
Ned Fielden**

1. Jumpstarted the Member of the Year committee, recruiting volunteers to the committee and turned reins over to VP Stephanie Brasley to chair. Served as committee member.
2. Supporting role at Sacramento Conference. Poster set-up, roving trouble-shooter, photography, mentor recruiting (see below). Attended scholarship lunch.
3. Wrote summary of conference for ACRL newsletter at request of Les Kong.
4. Contributed to April Fool's Day Newsletter supplement.
5. Attended conferences on Information Literacy in Limerick, Ireland (LILAC or Librarians' Information Literacy Annual Conference, a sub-division of the UK's counterpart to ALA, CILIP or the Chartered Institute of Library and Information Professionals) and at LOEX in Dearborn, Michigan. Presented related conference papers at each on information literacy topics.
6. Visited libraries and universities in Budapest, Hungary and Cambridge, England, recording architecture and interiors in field notes and photographs. Conferred with librarians from University of Cambridge colleges of Corpus Christi, St. Johns, Selwyn, Peterhouse, and Pembroke.
7. Mentoring program (see special report.)

Working off Tracey Mayfield's previous compilations, assembled a field of potential mentors, recruiting more via email, personal communications and in-person discussion, gathered relevant data for inclusion in a spreadsheet. Brainstormed with mentors to develop ideas for the mentoring program.

8. Responded with input to queries from various CARL offices and groups (President and Vice President, Treasurer, etc.)

**CARL Vice President, South Quarterly Report
Stephanie Brasley
June 2, 2010**

1. Attended CARL Conference
 - o Spoke with attendees and presenters about what they liked about the conference set up, program, etc. Began organizing a filing system to keep track of 2010 conference items, themes, suggestions, volunteers, etc.
 - o Attended the Rockman winner luncheon
 - o Attended the annual CARL business meeting
2. As member of the CARL Conference Proceedings Committee, reviewed and edited Discussion and Listen and Learn documents for the online proceedings
3. Continued to spend time on the CARL website, Google Site, and the CARL wiki examining and familiarizing myself with the various documents and items related to CARL and how it functions

Spent time promoting CARL with colleagues and other librarians

**Newsletter Editor
Mira Foster**

- Found CARL Conference photographer extraordinaire Linda Goff, who has contributed images for the upcoming newsletter.
- Spoke with web editor about html content from the newsletter on web site. We will pilot member news ("People and Places") first.
- Followed up with Billy regarding his idea of a CARL journal.
- Created carlnewsletter@gmail.com email address as an alternative to the hierarchical submission process for member news. Change in policy awaits discussion.
- Created CARL Newsletter special issue 1.5: <http://www.carl.acrl.org/archives/newsletter/2010/CNv33i1.5.pdf>

In progress:

- June 2010 newsletter (pdf version) should be distributed at the beginning of the month.
- Experimenting with the conversion of newsletter to alternate/additional format from current print layout: email in html or html web page.

**To: CARL Executive Board
From: Melissa Browne, Secretary**

1. Edited and distributed draft copies of the March Executive Board meeting minutes.
2. Sent approved minutes to Hesper for posting on the CARL website, <http://www.carl-acrl.org/Archives/DocumentsArchive/Minutes/>
3. Attended the CARL Conference in Sacramento, April 9th-10th

Submitted May 24th, 2010

**To: CARL Executive Board
Subject: June 2010 Quarterly Report
From: Hesper Wilson, Web Coordinator**

Tasks this quarter:

- completed CARL Board photo roster
- created 7 new awards pages and updated formatting of several others
- fixed links to content on Archives page and Policies page (still more to do though)
- made redirect URL for CARL conference evaluation
- edited overall conference evaluation
- added statistics-gathering to CARL homepage

State of the CARL treasury, January - May18, 2010

This Year we have generated \$9,600.00 of income. We started the 2010 year with \$7,274.24 (checking) and \$21,511.05 (savings). May 18, 2010 we had \$13,789.73 (checking) and \$21,524.17 (savings). Below is the short and sweet of the almost first 6 months of the 2010 CARL year.

Income		
	Column B, #26	\$317.69 - \$300 is a general donation
	Column C, #26	\$0.00
	Column D, #26	\$51,317.50 0 of which \$5400.00 was donations from vendors (\$1000 from ProQuest to cover coffee breaks for the 2010 conference.) (\$4400 vendor donations earmarked for research & scholarships.)
	Column E, #26	\$4,950.00 membership income @ \$20/head, not \$40/head
	Column F, #26	\$2,055 – from two IG programs in the first quarter.

Expenses		
	Column B, #48	\$209.00 – software & ACRL obligations
	Column C, #48	\$2,979 – research award & scholarships (2@\$500.00/ea)
	Column D, #48	\$41,730.66 – hotel & catering: \$336,978.75 Honoraria & travel: \$4620.78 Scholarship meal: \$62.40 Outstanding member plaque: \$68.93
	Column E, #48	\$0.0
	Column F, #48	\$755.00 – IG program costs –BUT SCIL turned in a receipt for +\$400.00 prior to 2010, ie cost s are actually higher

Net Revenue		
	Column B, #54	<i>NEGATIVE</i> - \$334.21 , costs of RegOnline for membership
	Column C, #54	<i>NEGATIVE</i> - \$2,971 , research award 7 scholarships ARE COSTS, hopefully supported by....
	Column D, #54	POSITIVE - \$6,676.44, (not really, this includes \$4,400 of donations earmarked for research/scholarships. Think \$2,276.44)
	Column E, #54	POSITIVE - \$4,950, member dues are the income generator
	Column F, #54	POSITIVE - \$1,279.49, IG program net returns (remember costs are actually higher by +\$400)
	Column G, #54	\$9,600.72 income for the first almost six months of 2010

NEWSLETTER

Fellow CARLers, the 2010 CARL Conference was a financial success! We raised \$4,400 from vendor donations for scholarships and the research award. Our registration fees of \$46,917.50 covered the cost of the hotel & catering, the speaker honorariums and a few other incidental costs (\$42,661.93). Considering the economic climate that occurred during the planning and implementation of the 2010 conference, there was some question in our minds that we were going to do this well!

However, CARL conference years are intended to offset operating costs of non-conference years (2011) and therefore we will have to be judicious in our management of CARL. Positive revenue from conference year pays for the CARL operating budget. As you can see from the graph, membership dues are a relatively small revenue generator, year-over-year. Some might wonder how large is the CARL operating budget; it is about \$10,000 to \$12,000 per year.

Our operating budget needs to cover the expenses of the Executive Board and administrative costs that include mandatory insurance, accounting software, certified public accountants, banking fees, and registration software. Also, according to the CARL bylaws the Executive board needs to meet twice a year in person and is required to hold annual regional (one in the north, one in the south) business meetings. Travel expense is the largest cost for the Executive board, followed by insurance and accounting costs.

Interest group programs take advantage of CARL's ability to insure the programs, carry the banking and accounting costs, as well as shoulder the additional burdens of complying with governmental regulations that apply to a 501,3c. So, if you are planning a program in the future make sure that your registration price meets your costs plus 10% for CARL sponsorship.

Thanks for listening, **Pam Howard. CARL 2009-2011 Treasurer.**

Kelly Janousek
CARL Membership Director

CARL 2010 2nd Quarter Membership Report – May 25, 2010

The chapter has 525 current members down 6 from last quarter, due to dropping 2009 non renewals.

Since April, there has been 3 new members.

There were 4 CARLALL messages posted this quarter.

Maryann Hight
Northern Interest Group Coordinator

Here is my quarterly report:

Northern Interest Group Coordinator

1. Attended CARL and met (informally) IG leaders in attendance

Northern IG activities

1. Collection Development Interest Group - North Leader Leanna Goodwater of Santa Clara University hosted an IG luncheon at CARL and reports that it was well attended
2. TSIG-N leader George Wrenn of Humboldt State reports that the group's listerv is up and running.

In Progress (I don't know if this counts)

1. Wracking my brain to think of ways to pull the northern groups together, overcoming tiny budgets, overworked colleagues, and large distances.

Interest Group Coordinator South Dominique Turnbow

Highlights

Several programs were hosted by Southern IG's so far this year:

- 1 CARLDIG-S
 - o "Reference Desk Toolkit Revisited," CARL Conference, 2010 (Sacramento, CA), 25 attendees
- 2 SEAL-South:
 - o Librarian Meet and Great at the AAAS Conference (San Diego, CA), 25 attendees
 - o Nectar of the Gods in SLO: Another SEAL-S Excellent Adventure in Enology, Cal Poly State University, San Luis Obispo), 8 attendees
- 3 SCIL:
 - o SCIL Works 2010, "Practice, Practice, Practice (P3): Reinvigorating ILI Pedagogy", CSU, Office of the Chancellor (Long Beach, CA), 55 attendees
 - o "Disturbing the Sediment: Dusting off the Information Literacy Competency Standards," CARL Conference, 2010 (Sacramento, CA), 27
- 4 SEAL – South and SCIL hosted IG Lunches at the CARL Conference

Questions/Issues for the Board from Interest Groups

- 1 CARLDIG-S and SCIL have expressed concern that their listservs do not include the most current members due to the delay in receiving current membership information from CARL.
- 2 CARLDIG-S would like better access to CARL Events Calendar in order to post meeting and events directly on the main CARL calendar.
- 3 There was interest expressed at the recent CARL Conference of reviving CARLDIG-N by some members.
- 4 SCIL would like to know if it would be possible to use CARL's online registration system for future SCIL programs.

IG Coordinator Questions for the Executive Board

- 1 Can the IG Coordinator share IG reports for Executive Board meetings with the IG leaders?

Interest Group Reports

CARLDIG – South	2
SEAL-South	4
SCIL	6
CARL-IT South	8

Reports were not received from the following groups:

- 1 ABLE – South (listserv only)
- 2 CDIG – South (listserv only)
- 3 DIAL-South
- 4 TSIG – South

CARLDIG – South

January 1 – June 30, 2010

Summary of activities

Business meetings:

- 1 January 29, 2010, Cypress College
- 2 March 11, 2010, Conference Call hosted by UCLA,
- 3 April 30, 2010, LMU

Changes

Leadership

- 1 Chair: Michael Yonezawa (UC Riverside)
- 2 Vice-Chair/Chair-Elect: Debi Hoffmann (CSU Channel Islands)
- 3 Past-Chair: Billy Pashaie (Cypress College)
- 4 Co-secretaries: Adolfo Prieto (CSU Fullerton) and Janet Pinkley (CSU Channel Islands)
- 5 Co-Webmasters/Publicity Officers: Angela Boyd (UCSB) and Brian Williams (UCI)
- 6 Treasurer, Lise Snyder (UCLA)

Online communication

- 5 CARLDIG Website and Facebook page updated

Programs

Title: Reference Desk Toolkit Revisited

Where: CARL Conference, 2010 (Sacramento, CA)

When: April 8, 2010

Attendance: 25 people

Income/Expenses: N/A

Current plans/ideas

Fall Program

Date/Time/Location: Friday, December 3rd, 2010 / 9:00 AM – 12:00 PM / TBD

Title: "How Do You Assess That?" (Tentative)

This program will explore different methods for assessing various reference services including the traditional reference desk, chat reference, reference by appointments, and perhaps other online reference services both synchronous and asynchronous communication modes.

CARLDIG is in the initial stages of contacting SCIL to see if a collaborative program/meeting can be arranged since SCIL has announced a tentative business meeting date on Friday, December 3rd, 2010 as well.

Questions/suggestions/concerns

- 6 Better coordination of the IG listservs. Currently, the CARLDIG-S listserv does not accurately reflect all of the CARL members who have checked off CARLDIG in the Membership Directory. CARLDIG has had to post messages to CARLALL instead of the CARLDIG-S listserv in order to ensure reaching all of our interested members.
- 7 Better access to CARL Events Calendar in order to post meeting and events directly on the main CARL calendar.
- 8 There was interest expressed at the recent CARL Conference of reviving CARLDIG-N by some members.

Submitted May 12, 2010

Michael Yonezawa, CARLDIG-S Chair

SEAL-South

January 1 – June 30, 2010

Summary of Activities

Business meetings

- 1 January 19, 2010
- 2 March 9, 2010
- 3 April 25, 2010
- 4 May 11, 2010

Changes

Leadership

- 1 President: Jeanine Scaramozzino (California Polytechnic State University)
- 2 Vice President/President Elect (Program Chair): Christina Mayberry (CSU Northridge)
- 3 Secretary and ListServ Manager: Kristen LaBonte (CSU Channel Islands)

- 4 Membership Chair and Webmaster: Danielle Skaggs (CSU Northridge)
- 5 Past President: Mitchell C. Brown (UC Irvine)

Online communication:

- 1 SEAL-S logo was updated late 2009

Programs

Title: SEAL-S Librarian Meet and Great

Where: AAAS Conference, San Diego

When: February 19, 2010

Attendance: 25

Income/Expense balance (estimated or actual) N/A

Title: SEAL-S Interest Group Lunch

Where: CARL Conference, Sacramento

When: May 11, 2010

Attendance: 15

Income/Expense balance (estimated or actual) N/A

Title: Nectar of the Gods in SLO: Another SEAL-S Excellent Adventure in Enology

Where: Cal Poly State University, San Luis Obispo

When: April 23-25, 2010

Attendance: 8

Income/Expense balance (estimated or actual) \$83.14/\$726.86

Current plans/ideas for year ahead

- Fall Program, Friday October 15, Program Title (TBD), Location (TBD)

A call for proposals will be put out for the event (i.e. 250 words on innovations and developments with faculty and student outreach (IRs, Science Café, data curation education, instruction, etc.)). Save the date is on CARL calendar; posting to listservs forthcoming.

Submitted on May 10, 2010

Jeanine Scaramozzino, SEAL-S Chair

SCIL

January 1 – June 30, 2010

Summary of Activities

Business Meetings

- 2 Friday, March 5, 2010 (Occidental College) with teleconference option
- 3 Friday, May 4, 2010 (National University) with teleconference option

Changes

Leadership

- 1 Talitha Maltin became SCIL Publicist in February 2010, replacing Eric Garcia

Online communication

- 2 SCIL converted its web pages to the CARL CMS in May 2010

Programs

Title: *SCIL Works 2010 - Practice, Practice, Practice (P3): Reinvigorating ILI Pedagogy*

Where: CSU, Office of the Chancellor (Long Beach, CA)

When: Friday, February 5, 2010 – 8:30-1:00; see <http://www.carl->

[acrl.org/ig/scil/scilworks/2010/SCILWorks2010PresentationsandPostersAbstracts.pdf](http://www.carl-acrl.org/ig/scil/scilworks/2010/SCILWorks2010PresentationsandPostersAbstracts.pdf) for session abstracts.

Attendance: about 55

Income/Expense balance (estimated or actual): \$1375.00 income/ \$627.00 expenditures (*about \$748.00 profit; pending confirmation from SCIL Registrar*)

Evaluations: 44 evaluations were submitted in total. Of these respondents...

- 3 The majority ranked the program components (Location, Program Schedule, Program Theme, Room Arrangements, and Refreshments) as "Good" to "Outstanding." The lowest ranking of these components was Location (with a rating average of 5.88).
- 4 22 (50%) indicated they work at a University, 7 (16%) at a Four-year College, 9 (20%) at a Community College, 1 (2%) at a Special Library, 1 (2%) as Other, 5 (10%) did not respond.
- 5 34 (77%) indicated themselves as Librarians, 2 (5%) as Teaching Faculty, 3 (7%) as Other, 5 (11%) did not respond.
- 6 Presentations and poster sessions were consistently ranked as "Good" to "Outstanding." Averaged scores from respondents for presenting teams are as follow:
 - o Bodemer 6.00; Jackson 6.47; Sheldon 6.21; Perruso & Kingsley 5.81; Artman et al. 5.83; Rosenblatt 6.08; Bryant et al. 6.31

Title: Carl Preconference: *Disturbing the Sediment: Dusting off the Information Literacy Competency Standards*

Where: Sacramento

When: Thursday, April 8, 2010 – 1:30-5:00; see <http://carl->

[acrl.org/Archives/ConferencesArchive/Conference10/sessions/engage.html#sediment](http://carl-acrl.org/Archives/ConferencesArchive/Conference10/sessions/engage.html#sediment) for session abstract.

Attendance: about 27

Income/Expense balance (estimated or actual): about \$1350.00 income – registration of

\$50/person paid directly to CARL

Title: *CARL Conference Dutch Treat IG Lunch*

Where: Sacramento

When: Saturday, April 10, 2010

Attendance: ~25-27

Income/Expense balance (estimated or actual): N/A

Current Plans

Summer Social – Friday, July 2 wine tasting in Temecula

Upcoming business meetings:

- 1 Friday, September 17, 2010
- 2 Friday, October 29, 2010
- 3 Friday, December 3, 2010

Questions/suggestions/concerns

- 1 In order to contact people interested in joining SCIL, we would like to see the CARL Interest Group Lists updated more regularly.
- 2 SCIL would like to use CARL's online registration system for future SCIL programs. Possible??
- 3 SCIL would like ACRL to revise info lit standards; SCIL Vice-Chair/Chair-Elect, Allie Carr will be drafting a letter to ACRL with this request, to be endorsed by SCIL members.
- 4 SCIL archives update – Talitha Matlin has been working with the SCIL archives which are still at UCSD. SCIL would like to develop a SCIL internship in archives and instruction using the UCSM model of internship. Talitha Matlin is heading up a task force (in the Fall) to explore.
- 5 SCIL Elections will be coming up in the fall.
- 6 SCIL is considering hosting its 2011 SCIL Works on or around January 6, 2011 to coincide with ALA Midwinter in San Diego.

Submitted on May 16, 2010

Marsha Schnirring SCIL Chair

CARL-IT South

January 1 – June 30, 2009

Summary of Activities

The South and the North groups' coordinators communicated and worked on merging the groups' web sites and distribution list. It is in our plan to continue discussing the organizational details.

Web site: <http://www.carl-acrl.org/ig/carlit/>

Steering Committee mailing list: <http://listserv.carl-acrl.org/listinfo.cgi/carlit-officers-carl-acrl.org>

Submitted on May 12, 2010

Wei Ma, CARL IT South Coordinator

Les Kong
ACR: Chapters Council Delegate Report
Long Range Conference Planning Committee

ACRL Chapters Council Delegate Report

*Submitted on behalf of CARL a summary of our Sacramento Conference (penned by Ned Fielden -- sorry, Ned, they misspelled your last name!) to ACRL Chapter Topics, available at:

<http://www.acrl.org/ala/mgrps/divs/acrl/about/chapters/topics/chaptertopics.cfm>

*On track to attend ACRL Chapter Council meeting in Washington, DC later this month during ALA Annual

Long Range Conference Planning Committee

*Working with ConferenceDirect, and sent out our RFP to Bay Area hotels for consideration of our 2014 Conference.

*After an initial review, have narrowed hotels for consideration (thus far) to five (5) hotels in the San Jose/Santa Clara region.

*Scheduled Committee (D.Schaeffer, J.Aubele, L.Kong) for hotel site visits during July 14-15, 2010.

To: CARL Executive Board
2nd Quarter 2010 Report
Billy Pashaie
Community Colleges Director at Large

1. Published an article in the *CATESOL Journal*, entitled "Teaching Research for Academic Purposes." ACRL is mentioned in the article.
2. Did an "Information Literacy at Cypress College" presentation for UCLA's GSEIS during which I advertised CARL to library school students (I'll be doing another one in the summer).
3. Finalized location plans for CARL Board's June meeting.
4. Attended the CARL conference in April.

To: CARL Executive Board

Subject: June, 2010 Quarterly Report

From: Maryanne Mills, Campus Liaisons Coordinator, North

- Contacted and verified new liaisons at several northern institutions
- Collected and edited 1 Faces & Places submission for the June newsletter. Verified membership of submitter
- Briefly discussed newsletter Faces & Places process with Mira Foster. We are working on a more streamlined process
- Assisted a member with the posting a job on the CARL website
- Attended CARL 2010

To: CARL Executive Board

Subject: June, 2010 Quarterly Report

From: Shana Higgins, Campus Liaisons Coordinator, South

- Collected and edited 1 Faces & Places submission for the June newsletter.
- Attended CARL 2010.
- Sought and received excellent advice from Maryann Hight regarding doing my job well as Campus Liaison Coordinator (Only later did I realize that Maryann coordinates the Northern IGs, and that Maryanne Mills coordinates the Northern Campus Liaisons. I have sought Maryanne's advice too.) Thanks!