

**CARL BOARD MEETING**  
**Monday September 13, 2010**  
**Teleconference (Elluminate)**

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

**Absent:** Tracey Mayfield, Eric Garcia, Lynne Reasoner

**I. Welcome**

The meeting was called to order at 9:05am.

**II. Approval of the Agenda**

Agenda item **VIII. Question** will be discussed now.

Why does CARL always meet on Mondays?

Discussion Points:

- Would it be possible to change the Executive Board meetings to Fridays? Interest Groups do sometimes have Friday programs, so this could cause conflicts.
- With two Elluminate web meetings and only two in-person meetings, the Executive Board could be more flexible.
- This is a question for the incoming president to consider and decide on for next year.

Move to approve the remaining agenda items. Seconded. Approved.

**III. Approval of the Minutes of June 7, 2010**

Moved and seconded. Approved.

**IV. Reports Question & Response Period**

**Special Report: Nominations** (Fielden)

Ned has assembled a four-member committee. Please speak to CARL members that may be interested in running for an open position: Vice President North, UC Director-at-Large, CSU Director-at-Large, Membership Director.

Discussion Points:

- What is the timeline for online voting? (Kelly may be able to answer this when she rejoins the meeting.)

- What does the committee need from people who are nominated? The process involves completing a candidate form. However, for now, all people need to do is contact Ned.
- The Director-at-Large positions are elected. The Campus Liaison Coordinators and Interest Group Coordinators are appointed. In the past, Directors-at-Large have also been appointed as Campus Liaison Coordinators or Interest Group Coordinators.

**Special Report: CARL Long Range Planning Committee on 2014 Locations** (Kong)

The committee looked at seven hotels in the Oakland and San Jose/Santa Clara areas. Their recommendation focuses on three hotels in ranked order [See APPENDIX II: Board Reports—Long Range Planning Committee for full details]:

1. Dolce Hayes Mansion
2. Doubletree San Jose
3. Santa Clara Marriott

Discussion Points:

- None of the current options are located in central San Jose. There has been a huge downtown renaissance, and it would be nice for conference attendees to be able to enjoy the area. Unfortunately, the downtown hotel options were just too expensive.
- Are the internet capabilities equivalent at all three properties? Yes, the fact that they are in Silicon Valley means they have robust capabilities. If CARL is interested in a wireless package, there may be an extra cost. Ned (as incoming President) will investigate the details.
- Thank you Les, Joseph and Deb for all your hard work!!

Motion: Approve the Long Range Conference Planning Committee's recommendation to hold the 2014 CARL Conference at the Dolce Hayes Mansion. Seconded. Unanimously approved.

**Special Report: MOR Task Force** (Fielden)

Several dozen members have volunteered as mentors. Ned would like to set up a screening committee of 3-4 to coordinate the program. He has also been working with Hesper to develop an online form to make it easy for people to sign up to participate in the program. The Board will have a chance to review the web documentation before it goes live.

Discussion Points:

- Ned is currently chairing the screening committee. What happens when he becomes CARL President? One option would be to have the committee select their own chair. Other possibilities would be to involve the new junior Vice President, or the immediate Past President. This is an administrative issue to think about and discuss further. For now, Ned would like to stay involved with MOR.
- Ned would also like to post the list of mentors on the CARL website with brief biographical information, so candidates interested in participating can learn more about mentors' interests.
- The program basics seem to be in place. Unanswered questions are: What will the workload be? Will it focus on recruiting mentors and mentees? Program publicity?

## **V. Action Items from past CARL Board Meeting (Some discussion but no real movement, so what do we want to do?)**

### **IG Coordinator Communication with merged IGs**

Dominique and Maryann, the current IG Coordinators, feel the work could be done by one person instead of two. The northern IG chairs who were consulted about this issue did not have strong opinions about it. Merging the IG Coordinator positions would be a significant change and would impact future Board appointments. It might be good to get more membership input.

#### Discussion Points:

- There were more IG activities in the past, but this has changed as workloads have changed. Having a single IG Coordinator would simplify communication with the Membership Director and the Treasurer.
- What about collapsing the northern and southern Campus Liaison Coordinator positions as well? And how are the Campus Liaison Coordinator positions different from the Director-at-Large positions (UCs, CSUs, CCs, Private Institutions)?
  - There is overlap between the Directors-at-Large and the Campus Liaison Coordinators.
  - The membership lists developed by the Campus Liaison Coordinators are helpful and are used by the Membership Director—maintaining a local contact may be a consideration here.
  - How would combining positions impact the CARL Regional Meetings? The Regional Meetings are a good way for the Campus Liaison Coordinators to meet people and network. The Regional Meetings will continue—this year it was held at the CARL Conference to save on travel costs.
  - There should be an equal number of liaisons from the north and the south, or a north-south rotation should be built into the restructuring.

Motion: Approve the idea of a single IG Coordinator. Work on the procedural issues to ensure a north-south balance. Seconded. Unanimously approved.

Motion: Approve the idea of a single Campus Liaison Coordinator.

- It seems like the four Directors-at-Large could assume the Campus Liaison Coordinator roles for their institution types.
- This change would impact the Bylaws and the Standing Rules. We need to think on this longer.
- Many of CARL's communication arrangements were made pre-Internet, and when there were more of us. We should simplify the structure. This includes having one title per position (person), rather than two.

Action item: Develop a plan to propose to the Board to consolidate positions among the IG Coordinators, Campus Liaison Coordinators and Directors-at-Large, keeping in mind the balance between north and south [Amy]

### **CARL Journal**

Everyone is still interested in pursuing this, but none of us have had a chance to move forward with it. Should we continue our discussions? Yes, it would be a selling point for potential members and would provide a forum to share ideas. Amy may be able to focus on this project more as Past President.

### **Interest-Oriented Incentives and Scholarships**

Dominique spoke with SCIL about their instruction-focused scholarship proposal. As MOR gains momentum, it may be possible to think about scholarships and incentives in this context. In the meantime, this item will be removed from upcoming meeting agendas.

## **VI. New Business**

### **Remembrance for Karin Duran (Brasley)**

The Board voted to move forward with the Outstanding Member proposal. The National Forest Service will plant a tree in Karin's honor and will issue a certificate for her family. There is a Facebook page for Karin, but CARL would like to collect memories from members and put them into an electronic card.

Action item: Send a carlall announcement to collect messages in honor of Karin Duran, for her family [Stephanie]

### **Long Range Planning Committee Reimbursement**

Motion: Every other year, the Board agrees to fund the following items for the Long Range Conference Planning Committee in order for them to select the hotel for the next CARL Conference:

1. Travel: Airfare or Mileage
2. Per Diem Meals: \$50.00
3. Hotel: If all hotels provide a comp room night to each committee member then no hotel will be reimbursed. If one of the hotels being reviewed does not provide a comp room to each committee member, then committee members are asked to stay in a hotel not being reviewed and seek reimbursement.

The committee will arrange one trip for no more than three committee members in order to review up to four hotels. The request for reimbursement must be accompanied by a travel itinerary.

Recommendation: Remove "...in order to review up to four hotels." from the proposal, because in some cases, the committee reviews more than four properties.

Seconded. Unanimously approved.

### **Future of the CARL Archives**

Background:

1. Move the physical archives to Chapman University
  - Chapman's Leatherby Libraries Special Collections has offered to house the collection (and know it is currently about 25 linear feet).
  - Chapman's Leatherby Libraries has a beautiful special collection reading room, which can be used to access.

2. Appoint Rand Boyd, Special Collections & Archives Librarian @ Chapman, as the new CARL Archivist for a one-year renewable term, and have him work with Lynne on the transition. Ran is a academic librarian, trained archivist, and a member of the Society of California Archivists. He is also chair of the SoCal Education Committee for the SCA and active in the archive scene. He is also a new member of CARL ☺
3. Have Lynne go through the CLA stuff, weed, keep or give to CLA, and weed D & E materials before the transfer of the physical archives.
4. After transfer is complete, consider funding an internship to process or digitize the collection based on Lynne's A & B? Chapman already has an intern relationship with SJSU for its archives and special collections.
5. Once the archives are weeded and moved to their new home, create a TF to consider further digitization priorities and systematic techniques to retain important CARL info.

Motion: The CARL Board agrees to move the physical CARL Archives from UC Riverside to Chapman University. The CARL Board approves the appointment of Randolph Boyd, Special Collections & Archives Librarian @ Chapman, as the new CARL Archivist for a one-year renewable term beginning January 1<sup>st</sup>, 2010.

Discussion Points:

- What happens if Rand moves? Chapman is committed as a whole institution and they are looking at this long-term.
- The CARL archives will be housed in their Special Collections department. We can also get the agreement in writing.
- Amy will continue to work with Lynne Reasoner and communicate with Chapman University about the transition.

Seconded. Unanimously approved.

**Research Award**

The announcement has been distributed. The deadline is September 30<sup>th</sup>.

**Scholarship Committee**

The Scholarship Committee is in the process of updating the call. It will be sent to multiple lists. The application deadline will be December 10<sup>th</sup>.

**Standing Rules & Bylaws (Amy)**

These have been updated on the CARL website. The discussion at our previous meeting was confused by differing versions of the documents. The outdated versions either need to be added to the archives or discarded.

**New Business and Action Items from the Board**

Les would like to encourage all libraries to participate in SnapShot Day the week of October 4th. Most UCs and CSUs have already committed to the event.

## **VII. Special Recognitions (Amy)**

Thank you to Brena Smith, Stephanie Brasley, Amy Chatfield, and Kathlene Hanson for their amazing work to get the conference proceedings up on the CARL Website in record time! This was a major task. I also want to thank Hesper for helping with the CARL website, and Allie Carr for creating the post conference website. There were some amazing presentations at the conference. CARL was hitting the outcomes outlined in the ACRL Annual Report documentation over and over.

Thank you to Dominique Turnbow, Pam Howard, and Kelly Janousek for coming up with a plan to implement credit card processing for IG programs. This will be something members will appreciate for years to come.

Thank you to the Chapman University's Leatherby Library for offering to house the CARL archives.

## **VIII. Question**

"Why does CARL always meet on Monday a.m.?" was discussed with Agenda item **II. Approval of the Agenda.**

## **IX. Next Meeting**

Date: Monday December 6<sup>th</sup>  
Time: 10:00 am – 2:00 pm  
Place: TBA

It would be nice to find a location close to the Orange County or Ontario airports.

## **X. Announcements**

This meeting went much better than our first experience using Elluminate. Thank you Stephanie for writing down the motions and the action items!

## **XI. Adjourn**

The meeting was adjourned at 10:28am.

## APPENDIX I : Action Items

### September 2010

Item #	Description	Board Member(s)	Status
1	Develop a plan to propose to the Board to consolidate positions among the IG Coordinators, Campus Liaison Coordinators and Directors-at-Large, keeping in mind the balance between north and south	Amy	
2	Send a carllall announcement to collect messages in honor of Karin Duran, for her family	Stephanie	

## **APPENDIX II: Board Reports**

### **President**

#### **Amy Wallace**

Here is what I have been up to since June:

- Options for the future of our archives, and will present a proposal at the meeting.
  
- Discovered that I had been using an old version of the bylaws, so no wonder I was making less sense than usual. Hesper updated the bylaws and several other key documents. I am now pondering ways of streamlining document storage so this thing never happens again.
  
- Working on getting different things updated to reflect the new membership fees.
  
- Pres Newsletter Column (Draft sent to Mira)
  
- Trying to be presidential and reviewing things brought to me by the board and members...policies, proceedings, etc.

That's all I can remember

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### **VP Report, North**

#### **Ned Fielden**

My two main areas of concern this summer have been the Mentoring program and the formation of the Elections committee.

I have:

1. Rounded up a group of librarians to serve as Elections committee members, and done some preliminary recruiting for our open offices. The committee will begin its work in earnest in September.
2. Consolidated and expanded the Mentoring program list of volunteers, assembled a "steering committee" to work on the guidelines and mission of the group. I am working on a draft document, and am hopeful of launching this within the next six months. I have consulted with Webmaster Wilson on feasibility of using various online forms for registration for "mentees" applying to the program, and how best to list mentor biographies and supporting information.

Secondarily, I have:

Consulted with President Wallace and Treasurer Howard on various problems and issues with various CARL machinery workings. Begun to plan for Winter North meetings.



**Vice President South**  
**Stephanie Brasley**

- I have been working through the process of getting a posthumous CARL Outstanding Member award for Karin Duran. This proposal was approved by the Board. We will present her family with a plaque and will plant trees with the National Forest Service in her name. I am working with Pam Howard on finalizing this. I am gathering more information about Karin's participation and contributions so that Mira can put something in the next CARL newsletter.
  - I sent out membership letters to 4 new members in the South.
  - I have been continuing to familiarize myself with CARL structure and functions
  - I will attend the CARL SCIL meeting on 9/13/10 to be available for any questions that interest group might have since they have generated discussion on a number of topics recently.
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**Campus Liaison North**  
**Maryanne Mills**

1. Contacted several members to recruit them as campus liaisons.
  2. Assisted in putting together the Faces & Places column for the September newsletter.
  3. Updated the Campus Liaisons list.
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**Southern Campus Liaisons Coordinator & Private Institutions Director-at-Large**  
**Shana Higgins**

1. Contacted active CARL members at institutions that do not currently have a campus liaison regarding their interest to serve. Have heard back from a couple of those institutions, and will update the Campus Liaison, South list.
  2. Serving on the upcoming Elections committee with Ned.
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**Melissa Browne**  
**Secretary**  
**Quarterly Report**

- Sent the approved March 2010 minutes to Hester for posting on the CARL website, <http://www.carl-acrl.org/Archives/DocumentsArchive/Minutes/>.
- Drafted and distributed copies of the June 2010 Executive Board meeting minutes.
- Updated CARL's listing in *the Encyclopedia of Associations: Regional, State, and Local Organizations* published by Gale.

**Billy Pashaie**  
**Community Colleges Director-at-Large**

1. Did a presentation at UCLA GSEIS summer school during which I promoted CARL and encouraged students to join and get involved.
  2. Serving on the upcoming Elections committee with Ned.
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**Northern Interest Group Coordinator**  
**Maryann Hight**

1. Contacted leaders of Northern Groups to ask about interests and activity
  2. Had an email exchange with George Wrenn of Humboldt about a possible webinar in the spring on RDA
  3. Started to initiate some conversations about possible models for merging of IG North and South coordinator positions.
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**Dominique Turnbow**  
**Southern Interest Group Coordinator & UC Director-at-Large**  
**Quarterly Report**

- Worked with Treasurer and Membership Director to create a way to offer credit card payment options for IG events and programs
  - Per IG Leaders' request, clarified how to add events to the CARL Events calendar
  - Communicated the Executive Board's discussion about the possibility of SCIL providing a scholarship with extra money from programs and events
  - Continued discussion with Membership Director about providing updated IG member lists more quickly
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**Treasurer**  
**Pam Howard**

This quarter I renewed our insurance - queried them for products that would supply our needs at lower costs. No such luck about changes, same old price.

This quarter I met with the CPA and the book keeper three times to prepare and submit our taxes - only one quarter late. No penalties, and next years taxes should be a piece of cake (chocolate, I hope).

This quarter I submitted the paper work, and CARL received over \$1000 for the ACRL reimbursement of some of our educational expenses (think the scholarships).

And if all goes well with timing, look for a 2011 proposed budget in the next week.

**CARL Newsletter Editor  
Mira Foster**

**Doings:**

- Published CARL Newsletter for June 2010
- Provided photos to Hesper for CARL home page and conference site
- Obtained photo permissions from conference attendees and photographer for newsletter and separately for web site photos.
- Reviewed content of previous years' newsletters in order to generate a general schedule of content for issues of the newsletter (see below)
- Discussed conversion issues, formatting considerations, and web site locations with Hesper
- Corresponded with those who sent submissions to the newsletter at [mira@sfsu.edu](mailto:mira@sfsu.edu) or [carlnewsletter@gmail.com](mailto:carlnewsletter@gmail.com)
- Modified Hesper's samples of the CARL Newsletter and feed
- Converted and created CARL Newsletter in html format
- Created and tested the RSS feed for the CARL Newsletter
- Published CARL Newsletter for September 2010
- Updated: <http://www.carl-acrl.org/newsletter/>
- Updated the archives page: <http://www.carl-acrl.org/archives/newsletter/>
- Updated the Ulrich's Periodicals Directory listing for the newsletter
- Created a pdf file from the html for the Archives

**Goals for next quarter:**

- Solicit and/or generate content for the left side bar of the newsletter. This could include links to important news in California academic institutions, links to ACRL stories, links to important California library stories. It may also include "Zeitgeist" color content about our CARL librarians.
- Generate a rough schedule of when CARL officers and awards groups should have announcements or reports in the newsletter. This can be added to the administrative calendar and inform new officers of when to do what.
- Distribute information to IG page managers about how they can link to their event reports in the newsletter in future (might not happen until 2011 if I don't get an IG report to use as an example).

**Notes on the new format and conversion:**

- All issues of the newsletter used to reside in this directory: <http://www.carl-acrl.org/archives/newsletter/>  
Now they will be in this directory: <http://www.carl-acrl.org/newsletter/>
- The archives directory will still exist for digitally archived newsletters.
- File naming conventions are <http://www.carl-acrl.org/newsletter/yearmonth.html>
- Every year of the newsletter will have its own style sheet and images folder so that archiving can be done by year.
- The officers will be listed every issue for posterity even though they are listed on the web site.
- During this transition period and as an insurance I will keep a pdf version in the archives folder saved under the traditional volume and issue name: <http://www.carl-acrl.org/archives/newsletter/CNv#i#.pdf>
- If necessary will make spelling corrections and fix word omissions in the html version as they are pointed out to me.

**CARL Web Coordinator Quarterly Report  
Hesper Wilson  
September 2010**

Since my last report, I

- created pages/links for Conference Proceedings
- created search box (Google Custom Search) for contents of Proceedings
- reported to Board the results of conference survey
- created new corrected survey draft in anticipation of 2012 Conference
- updated CARL homepage with conference pictures and Proceedings links
- helped with two listserv problems
- updated links to history of conferences
- upgraded the CARL website's version of Wordpress (used for job postings)
- helped create web version of CARL Newsletter, including setting up RSS feed
- updated membership fee info
- added statistics-gathering to Newsletter and Proceedings

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**Long Range Planning Committee  
Les Kong, Joseph Aubele, Deborah Schaeffer**

Committee members toured either individually, or as a group, with various hotel properties in Northern California in early July. Arrangements were facilitated by Elaine Kady, of ConferenceDirect. We visited seven hotels (one in Oakland, four in San Jose, and two in Santa Clara).

The Committee has narrowed its selection down to three, in ranked order:

1. Dolce Hayes Mansion
2. Doubletree San Jose
3. Santa Clara Marriott

More on these properties:

**Dolce Hayes Mansion**

A very unique property, and, I believe, a historic preservation property, now owned by the City of San Jose. Of the three properties being considered, offers a resort like environment, that would be conducive to a retreat. The hotel can assist our group in hosting special themed activities for group bonding, leadership, and networking opportunities. Our group would be the proverbial "big fish in the small pond" at this site. The hotel offers a package whereby food costs are lowered through a buffet style arrangement. The folks there were very accommodating, and wanted our business, willing to work with us, to satisfy our group's needs. Very elegant property. Cons: The property is situated in a residential area of San Jose. Attendees would need to either taxi or shuttle in from the San Jose Airport. The hotel is offering a shuttle option -- with CARL guests paying a bit more tacked on to the guest room rate. If CARL decided to go with this property, conference expenses would be a bit more on the high end.

**Doubletree San Jose**

The largest sized guest rooms in the San Jose area, and the overall best value for CARL. Complimentary Internet in guest rooms, complimentary shuttle to and from the San Jose Airport, as well. Parking is free. This property is the closest hotel to the airport. Nearby eating/dining options, and accessible via light rail to downtown San Jose. Guest room rate of \$99 is very attractive. Cons: Being essentially an airport hotel, it has a somewhat less elegant ambience than other properties.

### Santa Clara Marriott

Very nice property, attractive grounds, renovated and spacious lobby area (with many possibilities for networking, group functions). Complimentary Internet in guest rooms. Next to the Dolce Hayes, this property offers CARL attendees a very comfortable conference experience. The restaurant is a four star rated institution, and well known in the area. Hosts many corporate clients. Cons: Located in an industrial office park area. Nothing else really in the area for attendees. Great America Theme Park is nearby (we could hear the screams of the people on the big roller coaster!). Another unknown -- with the nearby San Francisco 49ers stadium complex construction approved by voters, the whole area surrounding the hotel could be torn up and under construction -- though the hotel is thinking that by the time our conference rolls around, that there would be more restaurants in the vicinity, as well. Parking is available for a fee, either self or valet.

Attached are the proposals from the hotels with more details, and photos(where available) of guest rooms, and meeting space.

I want to acknowledge, and thank again, the members of the Long Range Planning Committee for their hard work on behalf of CARL -- Joseph Aubele, and Deborah Schaeffer.









**ACRL CHAPTERS COUNCIL (at ALA Annual, Washington, DC)**  
**Minutes**  
**June 27th, 2010**

Present: Judith Pinnolis, Chair; Mark Lenker, Vice-Chair; Rickey Best, Secretary; Laurie Swartwout, list-administrator; Rachel Bridgewater (Oregon); Elizabeth Clarage for Jane Treadwell (Illinois); Rubye Cross (Georgia); Robin Crumrin (Indiana); Cynthia Dudenhoffer (Missouri); Jan Hartley (Washington); Ruth Hodges (South Carolina); Mary Iber (Iowa); Danielle Whren Johnson (Maryland); Les Kong (California); Francesca Livermore (Eastern New York); Carrie Eastman Marten (Greater Metro New York); Kristen Mastel (Minnesota); Carole Myles (New England); Joyce Neujahr (Nebraska); Pat Newland (Delaware Valley); Tracey Olanyk (Western Pennsylvania / West Virginia); Kathy A. Parsons (Iowa); Talia Resendes (New England); Susan Scott (Ohio); Mark Thompson (New Jersey); Mark Emmons; guest.

Pinnolis greeted members of Council and gave an orientation to the role of Chapters Council. She stressed that the members of Council are liaisons between the ACRL Board and local members. She noted that Chapters are legally distinct entities from ACRL, which impacts our relationship with the national ACRL in terms of how we receive funding for activities. She noted that members of the ACRL Board will briefly attend the meeting, including the President and President-elect of ACRL, and the Executive Director of ACRL.

Pinnolis went on to discuss the activities of the Leadership Council on Friday, the 24<sup>th</sup>. She noted that whereas at Mid-Winter, Leadership Council was involved in strategic planning activities, at the Friday meeting action was directed more towards priority setting. Among the issues that garnered attention at Leadership Council was the need for the association to focus upon return-on-investment activities which demonstrate the positive contributions of academic libraries. Meagan Oakleaf, who has been conducting a study on return on investment plans and studies for academic libraries will present her preliminary findings to Chapters Council.

Pinnolis next discussed the need for members of Chapters Council to take a more active role. The officers of the Council want to hear local chapter needs, and want the members to communicate those needs to the officers of ACRL when they attend Council sessions. Chapters Council will also have an influence on the selection of members to serve on the ACRL Board as Directors-At-Large. According to the ACRL ByLaws, Article IX, Section 3, to wit:

- a) One director-at-large shall be elected based upon nominations from the University Libraries Section; one shall be elected based upon nominations from the College Libraries Section; one shall be elected based upon nominations from the Community and Junior College Libraries Section; two directors-at-large shall be elected based upon nominations from the Chapters Council; two shall be elected based upon nominations from the Sections Council; and one director-at-large shall be elected based upon nominations from the Divisional Leadership Recruitment and Nomination Committee.
- b) These terms shall overlap so as to ensure continuity of policy. The election of directors-at-large based on section and council nominations shall be scheduled consecutively: year 1,



University Libraries Section and Chapters Council; year 2, College Libraries Section and ACRL Sections Council; year 3, Community and Junior College Libraries Section and Chapters Council; year 4, ACRL Sections Council, and the at-large candidate. On the ballot, all nominees shall be listed as candidates for "directors-at-large."

Pinnolis reported that ACRL has been pushing to provide more outreach to local chapters through training, speakers, etc.. Local chapters are entitled to receive funding at \$1.00 per chapter member who is also a member of ACRL at the national level. Pinnolis noted that when local chapters file their expense reports, the chapters are taking the responsibility that the expenses submitted are true educational expenses, which is a requirement for reimbursement from ACRL. Best will talk about efforts to get ACRL to provide additional funding per member later. Pinnolis noted that in the New England Chapter, if you are a member of ACRL, you do not pay additional fees to be a member of the local chapter.

Pinnolis stressed the role of Chapters Council in fostering relations amongst local chapters to the ACRL board, and to promote the organization and development of chapters. Pinnolis advanced the notion that Chapters Council should be more active in using ALA Connect to share information about activities and needs, to promote training opportunities and other resources.

Pinnolis introduced Lenker, who discussed the duties and activities of the Vice Chair's position. Lenker reported that the Vice Chair is responsible for organizing elections, plans the dine-around at the annual and midwinter meetings. Lenker noted that the Vice Chair position is an excellent way to get to know more about ACRL, and allows individuals to actively support and develop new librarians. Lenker discussed the three year commitment for the Chair's position, with one year spent as Vice Chair / Chair-elect, one year as Chair, and one year as Past Chair. Lenker encouraged members of Council to consider running for office. Lenker announced the candidates for office: Danielle Whren Johnson for Secretary and Rickey Best for Vice-Chair / Chair-elect. Ballots were distributed to council members and a vote was taken.

Pinnolis discussed the need to complete annual reports using the ACRL form. Chapters need to figure out where their programs fit in terms of the ACRL Strategic Plan, and report accordingly. A question was raised about how the reports were used. It was suggested that Council provide access to pdf's of reports so that members could see how the reports were put together. Pinnolis offered to find out how the reports were used, and who had access to the reports. She suggested using ALA Connect as a means of sharing the reports.

Pinnolis introduced Best, who spoke on the proposal by the Ad-Hoc Committee to seek additional funding from ACRL. As Pinnolis noted earlier, reimbursements from ACRL to the chapters are at the rate of \$1.00 per member who also belongs to ACRL. The minimum reimbursement is \$100 per chapter. Best reported that the Ad-Hoc Committee had submitted a proposal seeking an increase in the reimbursement rate to \$3.00 per person over the next two years, with the first increase being effective 1 July, 2010. Additionally, the Committee

recommended that the remaining non-allocated funds for all chapters be held as a pool from which allocations that have not been made will be made available to Chapters Council to provide Grants for programming and / or membership recruitment up to a maximum of \$500 per chapter per year. The Ad-Hoc Committee was informed, however, that by Association policies, with limited exceptions funds are not allowed to roll-over. Therefore, the pool concept cannot be accomplished at this time without a change to Association rules.

Pinnolis stated that a suggestion had been made that local chapters request assistance from ACRL sections which may have additional funding and work to partner with sections for programming activities. Best stated that he felt local chapters deserved more funding, and would recommend to incoming chair Lenker that the Ad-Hoc Committee to maintained to discuss and evaluate additional means of increasing funding support from ACRL.

Pinnolis introduced ACRL Executive Director Mary Ellen Davis, ACRL President Lori Goetsch, and incoming ACRL President Judith Hinchliffe to Council. Davis was asked how the chapter annual reports were used. Davis and Goetsch reported that chapter reports are digitized and integrated into a report on strategic planning activities, which is available via ALA Connect. The Board reviews the current strategic plan, and identifies areas that can be done to accomplish plan goals. Reviews are also conducted and a determination made as to the creation of potential task forces to address specific issues. Chapters Council was invited to respond based upon feedback given at leadership council on the document [Futures Thinking for Academic Librarians: Higher Education in 2025](http://www.ala.org/ala/mgrps/divs/acrl/issues/value/futures2025.pdf) (available at <http://www.ala.org/ala/mgrps/divs/acrl/issues/value/futures2025.pdf>).

Pinnolis led a discussion on the use of ALA Connect by chapters for posting documents and hosting virtual meetings using Dimdim software. Among the topics discussed were things for chapters to do. These included increasing national membership; participate in the 2011 ACRL conference either by attending in person or by participating virtually; and possibly sponsoring speakers locally and distributing presentations virtually. Davis asked chapters to report on work being done locally to document return-on-investment activities for libraries.

Carol Myles and Talia Resendes reported for the New England Chapter on using Dimdim for virtual conference presentations distributed across New England. Myles noted a problem in getting permissions from some speakers to distribute their presentations, but otherwise the conference was successful with increased participation via webcasting. A discussion ensued about the possibility of chapters being able to make available webcasts of their programs to other chapters. Possibly we can link these presentations through ALA Connect.

Lenker announced the election of Johnson and Best as Chapter Council officers.

Pinnolis moved to new business. She reported that Chapters Council meetings at Mid-Winter had been reduced to two hours with shortened sessions and asked whether we should reduce the length of the sessions during the annual conference. Individuals asked about the availability of ACRL officers to attend if we reduce the length of the meeting. Pinnolis and

Lenker will check with the executive director and the president / president-elect to see about their availability to attend earlier meetings of the Chapters Council. It was recommended that Council not surrender its currently allocated time slot because of the difficulty in getting time scheduled. The issue of reducing the scheduled length of the meeting will be revisited, but for now we will retain the current schedule.

Lenker next introduced Megan Oakleaf, who discussed her research on the value of academic libraries from an institutional perspective. She has examined potential impacts on student recruitment, achievement, retention and graduation rates, success (jobs / internships), student learning (skills); the quality of those skills; faculty research and teaching skills, the impact of libraries on institutional prestige, and the service mission of the institution. The report she is working on for the ACRL Board includes two sets of stakeholders – a) financial stakeholders; and impact stakeholders (i.e., students). An analysis of return on investment will indicate the value of the academic libraries in helping students to learn.

Following Oakleaf's presentation, Pinnolis asked about how members found the format of the meeting. It was agreed that we should continue to have an agenda, but that by having a discussion topic we can benefit the group by sharing ideas, etc..

As the last item of business, a call for approval of the minutes from the Mid-Winter meeting was made. Swartout requested a correction on the spelling of Oakleaf's name be made. There being no further corrections, Thompson moved approval of the minutes, seconded by Lenker. The minutes were approved.