

CARL Executive Board
December 12, 2014, 10am-3pm
San Francisco State Library
San Francisco, CA

Attendees: Allie Carr, Annette Marines, Melissa Browne, Annie Knight, Hesper Wilson, Gayatri Singh, Erika Montenegro, Les Kong, Pam Howard, Nicole Allensworth, Pearl Ly, Jordan Nielson, Jacqui Grallo, Lee Adams, Debi Hoffmann (notes)

Call to order at 11:00 am (late meeting start due to rain-delayed attendees)

The minutes from the last meeting were approved.

Announcements/Updates

Allie:

- New Board members for 2015: President- Annette Marines (UCSC); Northern VP- Pearl Ly (College of Marin); Treasurer- Jordan Nielson (SDSU); Interest Group Coordinator- Brena Smith (Cal Arts); UC Director-at-Large- Lee Adams (UC Berkeley); CSU Director-at-Large- Jacqui Grallo (CSUMB); Past President- Allie Carr (CSUSM).
- The Journal Exploration group has concluded. Future president or executive board could revisit this topic. SCORE also has an interest and may reintroduce this idea. **Action:** Hesper will provide notes.
- CARL Research Grant Award/Outstanding Paper: 2014 Research Grant Awarded; 2015 Outstanding Paper awarded. Winner of the 2014 Research Grant will present at 2016 CARL Conference. Guidelines will be created Spring 2015; CFP will go out Fall 2015.
Action: Annette and Allie will work with Kathlene to create a group that will decide Research Grant Award as well as Outstanding Paper. Les Kong and Alex Chappelle will likely stay on to assist this group
- Member of the Quarter: Emily Woolery of Mt. SAC. Annie, Hesper and Nicole are working on next quarter's award.
- Professional Development Committee: made up primarily of Directors-at-Large. Group is intended to "fill in the gaps" between the IGs. Members want more professional development opportunities. Committee would like a platform/CMS to archive as well as a "sand box" space to hold webinars. Suggestions: more than one web person (not just Hesper), possibly a paid intern to manage the CMS, start small, raise membership dues to cover costs, advertise to members what CARL is doing with their membership \$\$.
- WASC/ARC Conference: Oakland 2015. Contact Les/Annette with suggestions for speakers

Annette:

- Election updates: timeline will be similar to previous years'; committee can start work earlier in the year. ~150 members (just under ½ of membership) voted in the last CARL election. Issue: voters don't always know who the candidates are
- Northern Regional Meeting: scheduled for 12/16/14. 11 registered attendees (5 as remote attendees). Discussion topics to include: differences across institution types, CARL professional development activities. Suggestion: send meeting invite through CALIBACA as well as CARLALL

Erika:

- CARL Mentoring Committee: Kathlene wants to still work with this committee; thank you to Hesper for all of her help. Committee gave a “face lift” to mentor web page and mentor/mentee surveys, created expectations/guidelines for mentors (eg, what happened when your term as a mentor ends), converted forms to Google forms. Future goals: outreach, recruitment, evaluations. Suggestions: create a webinar for mentors/mentees; offer an info session at the CARL Conference. Does CARL acknowledge the mentors? Maybe a column in the newsletter

BREAK- meeting restarted at 1:33 pm

Discussion items (Ongoing)

- Newsletter: Nicole is stepping down as newsletter editor, a new, dedicated newsletter editor is needed. Possible replacements: Billy, Annie, Erika. Nicole will help train new editor. New E-Board member Jordan Nielson will be the “spotlighted” in the next newsletter. **Action:** get Web usage statistics/analytics for the newsletter. Hesper was to work with Nicole on this.
- The Board reviewed Shana Higgins’ 2016 Conference Planning document- the Board approved the document
- IG Manual (Billy, et al): The Board reviewed changes/updates to the document and approved the manual. Suggestion: remove Regional VP approval as a step in the approval process (the approval form will need to reflect this change).

Discussion items (new)

Annette:

- Suggestions: an administrative calendar for programming/year-long agenda; use Regional Meeting (between conferences) to “test out” possible discussion topics for the next conference
- Create a “We’re More than Just a Conference” campaign to increase membership in non-conference years. Suggestions to increase membership: approach other library groups in the state to expand membership [eg: BayNet, Psychology librarians (such as NCCPL?), Medical librarians (such as MLGSCA?), etc]; reach out to Tech Services librarians to get them to activate an IG; reach out to non-traditional librarians (beyond reference and instruction librarians); identify regional library associations as potential partners
- Question: why aren’t there more active IGs in the North? Suggestions: expand IGs statewide; ask speakers to present in both the South and the North
- Question: SCIL as a repository of best practices in addition to its programming? Probably not, ACRL already does a good job of this
- Question: would IGs welcome suggestions from the Board on what to present on? ACRL already has a Speakers Group
- Bylaws/Standing Rules: Annette will work with Committee on Organization to address existing conflicts in the documents

The meeting was adjourned at 2:42pm.