

ACRL-LA Executive Board, Committee Chairs, & Liaisons  
Meeting (virtual via Zoom)  
November 10, 2021, at 10 a.m.

**Attendance:** Rebecca Kelley, Elizabeth Batte, Brittany O'Neill, Marty Miller, Megan Lowe, Daniel Dupont, Laurie Gaillard, Sarah Simms  
**Absent:** Rynn Hamilton (SLIS Liaison)

**Minutes:**

1. Rebecca called the meeting to order at 10:05 a.m.
2. Announcements:
  - a. Welcome to our new Vice President, Elizabeth Batte!!
  - b. Congrats to Megan on your new job!
3. Minutes from October 19, 2021, approved unanimously (shared via email). Rebecca moved to approve; members present approved unanimously in Zoom chat.
  - a. **ACTION ITEM:** Sarah to share approved minutes with Laurie & Lucy to put on website.
4. Discussion of existing partnerships with other state and regional library organizations
  - a. Existing partnerships of some sort (might not be formal) include the LLA Academic Section Breakfast and the LLA Academic Librarian Award
    - i. LLA Academic Breakfast
      1. Have co-hosted this with LLA's Academic Section as well as other sections (like Subject Specialists). Last year was free and virtual; the last in-person cost was around \$200 - \$300. We have agreed to cohost upcoming breakfast taking place on March 10, 2022, with Debbie Huntington as speaker.
        - a. Pro: this partnership makes us visible to people who might not be members of the chapter but are members of LLA
        - b. Con: this is LLA's conference which is often more public-library facing and so few ACRL-LA members attend and so are we getting a good ROI?
      2. Possibly align ourselves more with LOUIS & LUC? This might be a better fit as all academics in the state are supported by/members of LOUIS but not all are members of ACRL-LA so this might be a good way to promote chapter membership
        - a. Pre-conference probably not an option, but possibly a post-conference event or even a dinner during LUC.
        - b. Pro: the Chapter's money may go farther if we host something on our own (we actually end up subsidizing the cost of people who are not our members when co-hosting LLA Academic Section Breakfast)
          - i. **ACTION ITEM:** Elizabeth will request that this be put on the Deans & Directors / LOUIS meeting agenda in January and begin a conversation with LOUIS around feasibility.
            1. Once get more information / confirmation we can invite Laurie Blandino to an informational meeting with the ACRL-LA Executive Board. Then the Executive Board can vote on how to proceed.

ii. Outstanding Academic Award with LLA

1. Unsure when this partnership came to be, but the guidelines of the award (shared by the LLA Awards Committee) states that two ACRL-LA members are to serve on this committee.
  - a. **ACTION ITEM:** Marty will serve as one of these ACRL-LA members as our LLA Liaison. Rebecca will recommend that the other ACRL-LA member should come from the general LLA membership. If need be, Megan offered to serve as the second person.
  - b. The Executive Board will continue the discussion around this award as we continue to assess our partnerships and alignments. Elizabeth Batte mentioned considering “being more intentional with our involvement”
    - i. Discussion points with LLA: We are interested in more of a joint award; this would necessitate a conversation with LLA Academic Section and our chapter; might need to revisit the name and award guidelines together; would need to update Bylaws if this came to pass.
    - ii. Discussion points with LOUIS/LUC: do we approach LOUIS to do an award at LUC that is just an ACRL-LA award? Remember that the voting structure for LUC awards might now allow for ACRL-LA representatives to vote on this award; we could just do our own chapter award at LUC

5. Discussion of potential need for Chapter Historian/Archivist

- a. Background Info: This stemmed from our lack of institutional knowledge with the LLA Outstanding Academic Award as well as being locked out of Paypal. At some point there was a box that would travel from president to president (or secretary to secretary?) that had chapter documents; this hasn't been seen in quite some time. Currently our Web Administrator is listed in the Bylaws as the Chapter Archivist to post minutes and documentation to the website, etc.
- b. Do we need a new dedicated position for Chapter Historian/Archivist or is there a temporary solution?
  - i. Temporary solution could be a paid internship for a SLIS student or an ad-hoc appointment for a limited period of time.
    1. While there are records to be sourced and scanned, there is a finite end to the reclamation portion of this project that would not necessitate a separate full-time position. For example: once the bulk of the documentation has been sourced, scanned, and uploaded into Google Drive and a processing/documentation plan has been put into place, the Web Administrator could pick up these duties going forward.
    2. **Committee interested in SLIS Student**
      - a. Leaning towards paid internship (unpaid for school credit is too complicated – what counts for credit? When? Contracts with SLIS?) Would have to be *either* for credit *or* paid – can't be both.
      - b. How much money? Will have to issue 1099 if we pay.
      - c. Timeline?
        - i. Semester-long project or a summer project – could extend if it's taking longer than initially thought.
      - d. Draft general job duties document. Tasks could be:
        - i. Asking past members if they have records that they could share.

- ii. Creating streamlined process of how to document moving forward.
- iii. Scanning files into shared Google Drive.
- e. **ACTION ITEMS:** Brittany will check Chapter Guidelines to make sure that we can use Chapter funds for this. Rebecca will reach out to people at SLIS to find out more information regarding internships.

6. Other Business: Annual Business Meeting

- a. Discussion about combining Annual Business Meeting (last year held in spring with invited speakers) with the Summer Research Forum to create one annual expanded event in the summer that could include:
  - i. Business Meeting
  - ii. Invited Keynote Speaker
  - iii. Lightning Rounds & Paper/Research Publication Presentations
    - 1. These could then be published in a special issue of *Codex*
  - iv. Longer / More Presentations if wanted
  - v. Last year was in the spring, invited a speaker
  - vi. Annual event? Expanding it? Lightning rounds? Longer presentations if wanted
  - vii. Combining into one event at the summer research forum
- b. **Executive Committee agreed to one annual event as described above.**
  - i. This might look like a half-day conference; details to be hashed out by a planning committee.
  - ii. Planning Committee = Rebecca, Megan, and Elizabeth
    - 1. **ACTION ITEM:** Rebecca will look for an additional volunteer from ACRL-LA membership

Meeting adjourned at 11:07 a.m.

*Respectfully submitted by:*

Sarah Simms

11/12/2021