

ACRL-LA Executive Board, Committee Chairs, & Liaisons Meeting

Meeting virtual via Zoom

Wednesday, September 20, 2023

10:00 am – 10:41 am

Attendance: Maya Banks, Laurie Gaillard, Michael Holt, Megan Lowe, Jeanne Pavy, Zack Stein, Hannah White

Absent: Daniel DuPont

Guest: Janelle Zetty

Minutes:

1. Welcome

- a. Mike called the meeting to order at 10:01 a.m.

2. Approve minutes from August 23 business meeting

- a. Megan motioned to approve and Hannah seconded; minutes approved unanimously.

3. Approval of agenda

- a. Mike proposed the addition of a discussion about a replacement liaison for LLA
- b. Megan motioned to approve the agenda as amended with this addition of and Maya seconded; agenda then approved unanimously.

4. LLA Academic Section / LLA Conference

- a. Janelle Zetty introduced herself as the current chair of LLA's Academic Section and has reached out to Subject Specialist Section and the Preservation Interest Group section chair and to Mike to see if people would like to collaborate for next year's LLA meeting. She suggested a breakfast or luncheon with a speaker and with a business meeting in conjunction.
- b. Possible speakers were discussed, and it was agreed to invite Piper Hutchinson, a reporter who has covered library issues in the state extensively. We would need to consider how to get them to Shreveport, provide hotel and honorarium.
- c. Mike will explore the possibility of ACRL-LA providing financial support.
- d. Mike and Janelle will collaborate and follow up on submitting a proposal.

5. Welcoming New ACRL-LA Members

- a. We continued a discussion that started at the business meeting last week, involving how to welcome new members. Suggestions include new members receiving handwritten notes of welcome and/or some kind of promotional materials. Mike expressed willingness to write notes.
- b. Jeanne noted that members get added throughout the year but Mike clarified that this initiative to welcome new members would take place during a specific time frame, presumably in January 2024.
- c. It was agreed that the next step is for the Membership Committee to meet and propose a specific promotional item (or two) for the Board to consider. After

that Mike and Hannah would probably meet to discuss with the Membership Committee.

6. Reports/Debriefs

- a. Treasurer (Hannah White)
 - i. Bank balance is still \$6,565 (same as August 2023 meeting). Paypal was transferred in July.
 - ii. *Codex* royalties are directly deposited now.
 - iii. Hannah and Danny discussed the possibility of a debit card for the chapter and would like this to be considered by the Board.
 - iv. We need a new mailing address for the chapter. Our address is currently Ellender Library at Nicholls, but no one on the Board is from that institution right now. Since Megan is a “permanent” member of the Exec Board as *Codex* editor, she was suggested as the person who should receive the mail. Maya motioned and Megan seconded that Megan’s address will now serve as the ACRL-LA address. There was a unanimous vote in support of this.
- b. Membership/Secretary (Jeanne Pavy)
 - i. Our new membership year starts in 2024, so we will want to get the ACRL National list in late 2023 as part of our membership drive.
 - ii. The membership Committee can be involved in the plans to welcome new members, including exploring the idea of promotional items.
 - iii. Will plan to do a drive for 2024 starting later this semester.
 - iv. Jeanne will change the Google and Yahoo passwords after this meeting and will send the login information to those who require access.
- c. By-laws (Daniel Dupont) – no report
 - i. The bylaws were updated recently but no changes made this past year. We will be working on some changes for the coming year.
- d. Awards (Zack Stein) – no report
- e. Website (Laurie Gaillard) – no report
 - i. Nothing to report – everything functioning normally
- f. *Codex* (Megan Lowe) – no report but the latest issue was published on September 15 (<http://journal.acrlla.org/index.php/codex/index>)

7. Liaison to LLA

- a. Mike invited Janelle Zetty to step into this role. Hannah made a motion and Megan seconded, to approve Janelle in this role and the vote was unanimous in favor of doing so.

8. Deliverables for next meeting

- a. Jeanne: convene Membership Committee to discuss promotional materials for new members.
- b. Mike and Janelle: collaborate on a joint proposal for LLA confence
- c. Janelle will poll the Academic Section to see if a breakfast or lunch program is preferred for the LLA Conference
- d. Hannah: arrange new mailing address with bank

Meeting adjourned at 10:41 am.

Respectfully submitted by:

Jeanne Pavy

11/16/23