

Florida Association of College and Research Libraries (FACRL)

Board Meeting Minutes Fall 2011 Thursday, October 20, 2011 4 – 5:30 p.m. Hunt Library Conference room Embry-Riddle Aeronautical University

Board Attendees:

Anjana Bhatt, Anne Marie Casey, Claire Dygert, Renee Montgomery, Diana Moore, Jane Marie Pinzino, Linda Sutton, Johanna Tunon, Dave Whisenant

Guests:

Elizabeth Killingsworth, FLA representative

Welcome

Approval of the minutes

Minutes of the May 5th, 2011 meeting were approved with correction to update the attendance roster.

Conference arrangements update and review of the checklist

Anne Marie Casey & Anjana Bhatt provided updates to the conference arrangements. Anne Marie presented the checklist of final tasks for pre-conference morning. Renee Montgomery provided the hand-outs. The conference evaluation form was approved with revisions. Appreciation was expressed on behalf of the Board to the ERAU staff for their support of the Fall Conference.

ACRL Reimbursement Guidelines

Johanna Tunon submitted the attached proposed guidelines. A discussion of the keynote speaker reimbursement took place with the decision that #3 of the proposal covered that issue. The guidelines will become official with the new FACRL year and be posted on the website. For this year, it was presented and approved for payment of \$100 honoraria for the 2011 fall conference keynote speakers although reimbursement was not requested by either. Approval for payment of mileage for the current keynote speakers was presented and approved if speakers request.

Financial update and use of funds

Claire Dygert, Treasurer, presented the financial updates and Treasurer's Report. Note: Fall Conference expenses were not yet reflected.

A concern was expressed that there was no response from the SLIS students. Johanna Tunon asked if FACRL supports SLIS students (FSU, USF) who are presenting via reimbursement for conference registration and presentation. Dave was asked to clarify. Suggestions were made to: (1) get with graduate advisors at FSU, USF to encourage students to apply; (2) sponsor academic track students to attend FLA; and (3) offer assistance to first-year librarians. One question to consider – can FACRL sustain this annually?

New FACRL activities suggestions

A discussion of other activities took place. All agreed that other events should be considered in between conferences. A number of ideas were presented: (1) draw on Florida expertise; (2) place a survey on the listserv; (3) encourage professional development via conference presentations, (4) select a librarian of the year statewide during the non-ARCL conference year; decide on rubric for selection; (5) offer FLA pre-conference on assessment and student learning outcomes; suggested FACRL sub-committee be appointed to discuss and coordinate the many aspects; (6) work on an improved conference presentation submission system; Renee Montgomery volunteered to work with Claire Dygert on this. Elizabeth Killingsworth, FLA representative, will take any FLA related questions, suggestions to the 11/7/11 FLA Board Meeting.

Registration of FACRL as a vendor:

Anjana Bhatt presented this option so that FACRL could accept other forms of registration payments. Claire Dygert explained that this was unique to the University of Florida system during the recent registration. Diana Moore volunteered to investigate the PayPal option with Claire. Claire will also talk with the bank (Capital City); there have been set up and log in issues. Elizabeth Killingsworth will inquire if FLA can handle the money.

Web site Update:

Linda Sutton read Valerie Boulos' Webmaster's report in her absence.

"Website migration - Due to time constraints, I have been unable to begin the website migration yet. Gloria Colvin has provided me with the name of the contact at FSU. My hope is to work on this during the next month or so while I am on leave.

Listserv maintenance - As we've talked about on the Board listserv, the FACRL member listserv is a loose compilation of addresses. The initial population of the list was from the FLA Academic Interest Group, as provided to me two years ago. Names have been added and deleted to that list upon request. I mentioned to Gloria Colvin that this is not a particularly effective means of communicating with members and interested parties. Gloria responded that FLA is looking into alternative hosting for that various FLA listservs and that we may be able to move our listserv to that service as it becomes available."

Newsletter Update:

Linda Sutton read Valerie Boulos' Newsletter Editor's report in her absence.

"Fall Newsletter – I have begun marking up the Fall newsletter and should have it live by the end of next week. If someone would like to write up a brief overview or statement about tomorrow's program to include, that would be a great addition!" Anjana Bhatt volunteered to write a Fall Conference overview.

Election of President elect

Due to the resignation of the Vice-Chair/Chair-Elect, Deborah Robinson, Johanna Tunon was chosen to serve in this position. As outgoing Past-President, Dave Whisenant will take the lead to find a candidate(s) for the next Vice-Chair/Chair-Elect position.

2012 Fall Conference Planning

Several sites were considered. Johanna Tunon and Renee Montgomery volunteered Nova and UCF respectively as possible sites. Both will post facility findings on the listserv. As a reminder, Dave Whisenant explained that traditionally the conference is held the last week in October so as not to conflict with the Charleston Conference and the Internet Librarian Conference.

Legislative issues

The Task Force of Academic Libraries in Florida report will be given at the Fall Conference.

White Paper team update

Jane Marie Pinzino updated the progress for *Value of Academic Libraries in Florida*. There was a discussion of the suggested edits from reviewers outside FACRL. Jane will rework and send to the listserv for refining then pass along to FLA.

Wrap up

Adjourned at 5:30 pm.

Respectfully Submitted:
Linda Sutton, Secretary