

ACRL-LA
Executive Board & Committee Chair Meeting Minutes

October 19, 2017

Pennington Biomedical Center, Baton Rouge, LA
LOUIS Users Conference (LUC)

Members Present:

Shanna Clevenger
Paul Kelsey
Megan Lowe
Marty Miller
Lucy Rosenbloom

Members Absent:

Ellen Jenkins
Michael Matthews

Old Business

The meeting was called to order by Marty Miller shortly after 12:30pm.

- I. The Board discussed some logistics of hosting the complimentary ACRL e-learning webcast “Fake News” on November 30, 1-3:30 pm. A link can be sent out later to ACRL/ACRL-LA members who are unable to attend. It would be ideal to host the event at two locations, one down south and one up north.
 - a. The south location will be Middleton Library at LSU; the designated space, which Miller is handling, seats 38. She will also handle the creation of a LibGuide with a registration feature for this location. Parking will be complimentary, and ACRL-LA will provide light refreshments. Miller indicated that she will get some prices to share with the Board.
 - b. The north location will most likely be ULM; Lowe will check on available spaces. Lowe has also asked if Miller can set up a LibGuide for the north location as well.
- II. Regarding membership info, Clevenger – as treasurer – can send out an official acknowledgement to individuals who register through the website for membership. Kelsey indicated that he will see about ACRL members located in LA who are therefore default members of ACRL-LA. This is for the webcast, but it would also be helpful to have in ACRL-LA’s member files.
- III. Treasurer’s report – Clevenger indicated that the organization has over \$4,000 in its account a present, not including the EBSCO royalties check Lowe delivered today. Clevenger indicated that she can sign checks now. There was discussion of the organization’s tax documents. State tax documents have been filed; federal documents still need filing.
- IV. ACRL-LA website update – Rosenbloom has all the passwords for relevant accounts and the website now. She has conducted a back-up of the website. She indicated that the website

needed several updates including committees, chairs, and officers. She asked who the contact person is for membership info; Miller indicated that she would be the contact person. There was discussion of retiring several committees including the STAR, SLIS initiatives, and mentoring/support network; there was also discussion regarding the legislative representative and the student representative. Codex is being kept as are the web, continuing education, and elections/membership committees. There were questions regarding whether the organization needs/wants an ACRL liaison and a LOUIS liaison. Information regarding events and minutes needs to be updated on the website.

New Business

- I. Outstanding Academic Librarian Award – Jenkins has indicated that she is willing to be the representative for this. The award was combined with LLA award initiatives and features a plaque and a prize (usually monetary). It is usually given at the general awards ceremony at LLA. There was discussion of a committee to handle awards. Lowe indicated that she would check her files for tracking information regarding the award.
- II. Elections – Miller's term as president ends in August 2018 (her term runs 2016-2018). Mike Matthews of NSULA is slotted as vice president but has not responded to Miller's attempts at contact. Clevenger's term also ends in August 2018 (her term runs 2016-2018). Miller will remain as past president and will do the annual report in May or June of 2018. Elections will be held in May; a simple majority is needed. Miller will talk to Matthews and get updated ACRL membership lists.

The meeting was adjourned around 1:30pm, with a motion of dismissal from Kelsey seconded by Lowe.

Respectfully submitted by:
Megan Lowe (in Jenkins' stead)
10/24/17