

**`American Library Association
Association of College and Research Libraries
Community and Junior College Libraries Section
Executive Committee Meeting One
New Orleans Marriott, Room 801
June 24, 2006**

ATTENDANCE:

Nancy Allen (ACRL Board Liaison), Imogene Book (Archivist), Mary Carr (Past Chair), Christine Godin (Chair), Alice Lubrecht (Chair, Awards Comm), Susan Maltese (Chair, Planning and Procedures Comm), Lora Mirza (Newsletter Editor), Kenley Neufeld (Webmaster), Michele Reid (ACRL Bylaws Comm Chair), Cary Sowell (Chair, NCLR), Cynthia Steinhoff (Chair, Nominating Comm), Ellen Sutton (Vice Chair-Chair Elect)

CALL TO ORDER

Christine called the meeting to order at 8:05 a.m. and verbally shared the agenda with the committee.

APPROVAL OF AGENDA

Because the copies of the agenda were not available, Christine verbally shared the agenda with the committee. A report by ACRL Board liaison, Nancy Allen, was added to agenda.

A request to revise the agenda to handle the bylaws changes before the arrival of the ACRL Bylaws Chair and the subsequent 10:30 a.m. Bylaws Committee meeting was approved. Christine reported that Michele Reid wanted to get our bylaws fixed before the 10:30 meeting so that the revisions can appear on the Spring 2007 ballot. If they miss this morning's meeting, they will need to be held for the Spring 2008 ballot.

Christine also asked for volunteers to take the minutes of this meeting as the section secretary was unable to travel to New Orleans due to a family emergency. Alice Lubrecht volunteered.

ACTION: Agenda approved with changes

APPROVAL OF MINUTES FROM MIDWINTER MEETINGS AT SAN ANTONIO

Copies of the minutes from both executive committee meetings at San Antonio were routed. In addition, the drafts have been on the website since spring. There were no corrections noted and the minutes were approved as posted.

OLD BUSINESS:

Bylaws Committee Report:

Copies of the latest revision were shared. Susan Maltese indicated that the changes centered on how we list our committees and officers. From Kenley's discussions with Michele Reid at the Leadership Council meeting, it was his understanding that the ACRL Bylaws Committee would like additional wording in Section 2 of Article VIII with a list of the positions. The following changes were suggested:

1. Change Article VIII's title to *Appointed Positions*.
2. Section 2 will read: The *positions* of Archivist/Historian, editor of the Section Newsletter, Parliamentarian/Editor of the Section Manual and the Webmaster will ordinarily ...
3. A new Section 4 will be added: *All appointed positions will serve on the Executive Committee.*
4. Article VI, Section 1 will simply have the phrase *and the appointed positions* added to the listing of committee members.

On a motion from Ellen Sutton/Cindy Steinhoff, the Committee approved these changes. Kenley and Susan Maltese agreed to edit the existing draft in order to have the changes complete by the 10:30 meeting. The group commended Susan Maltese for her efforts in this project.

OFFICER REPORTS:

Chair's Report:

Christine reported that we had a successful year and an increase in membership. She reported that updated membership information has been coming much more quickly from the ACRL Office which has helped in communication with new members as well as members whose memberships have lapsed.

Vice-Chair/Chair Elect's Report:

Ellen reported having an adequate number of people to appoint to the section's committees. With the results of the elections this spring, she appointed a new webmaster (Ruth Lindemann). Kenley will continue to update the website until ALA moves to the new website software in the next six to eight weeks. At that point, Ruth will take over responsibility.

Lora will be the Membership Committee chair as the existing chair, Beth Burns, will become the secretary next year.

The response to Ellen's email of May 16 was positive and she will be appointing a task force to work on information literacy questions on the upcoming CCSSE survey. A second task force will be selected to replace our Research and Publications committee. The suggested output of this task force could be a column in the newsletter or a feature on the CJCLS website. It could also provide input for the *Resources for College Libraries* publication.

On the Hot Topics suggestion, we need to select several topics which could be used by the Program Committee in its planning for upcoming meetings.

Finally, Ellen reported that we need charges for each of our committees. Awards and Nominations have fairly clear charges; the other committees need to spend some time drafting a charge.

Incoming Vice Chair/Chair Elect's Report:

Kenley reported on Friday's Leadership Meeting and the results of the membership survey. Of the approximately 1,300 members in our section, around 260 of them responded to the ACRL Survey. That is 260 of the 3,500 responses indicated that CJCLS was their primary section. Professional development was considered the highest reason for belonging. The average length of membership is between 3 and 10 years. 61% are unlikely to attend any ALA in the next 12 months; 42% were unlikely to attend annual at any time. 48% of our members identify themselves as administrators. More than half of our membership participates in our discussion list – far higher than any other section of ACRL.

Kenley needs to develop an action plan for responses to this report in the next couple of weeks. Reflecting on the section's makeup, he's definitely looking for a means to provide professional development that is electronically based.

A question was posed to Nancy Allen: Is there a place to access this data in a manner similar to OCLC's efforts with their environmental scan? Nancy will take this question back to the Board.

Secretary's Report:

Due to a family emergency, there was no report from the Secretary.

Webmaster:

As reported earlier, Kenley's term will end at the end of the conference. However, ALA is adding new software to the site so he will continue to maintain the site until our pages are switched over to the new software.

Archivist/Historian:

The physical archives are still in Imogene's possession. Imogene will work with the ACRL office to transfer materials to the archives at University of Illinois. It is our understanding that the ACRL Office is already archiving minutes and agendas of all sections and expects our Archivist to maintain anything else.

ACRL Bylaws Committee:

Michele Reid joined the meeting at this point and we reviewed what had been approved earlier in the meeting. With Michele's approval of these changes, she feels we will be set to receive approval from her committee this morning and Board approval on Tuesday.

REPORT FROM THE ACRL BOARD LIAISON

Nancy Allen gave the report from the ACRL Board. The Board has been reviewing organizational changes which are needed to implement the strategic plans and member issues. She gave as an example the Advocacy Coordinating Committee. The focus this meeting is Sections and noted that there are types of library sections but also type of activity and subject types. From the Appreciative Inquiry session held at Midwinter, there is also an understanding that there are gaps in certain areas of interest. Technical people in particular feel the need to go to LITA or ALCTS because there isn't a "fit" for them in ACRL.

Other issues which were clarified by the membership survey and the appreciative inquiry process are:

1. Members want more opportunities to get involved with leadership of the division
2. We need to break down the silos between sections in order to provide greater synergy for the organization as a whole.
3. For the first time, continuing education was ranked higher than publications. Moreover, members want technology-based programs which can be accessed locally.
4. Members want networking opportunities to increase.

The Board has given itself until Midwinter to develop organizational changes which address these issues. It has decided that its best option is to switch from a representational board to a knowledge-based board. They are looking at ways to implement this without losing the representation from the broad spectrum of types of libraries.

CJCLS Executive Committee members expressed a strong concern that this shift to a knowledge base will leave the Board without a true understanding of the community college issues. Perhaps a "community college knowledge base" may need to be considered as a separate item as the issues at community colleges are so unique within the division.

COMMITTEE REPORTS:

Nominations: Cindy Steinhoff had given her committee's report at Midwinter but she reported on the winners. Mary Carr was elected to the ACRL Board; Kenley Neufeld was elected as Vice Chair/Chair Elect and Beth Burns was elected Secretary. These people will take office at the end of the Annual meeting.

As the incoming chair of Nominations, Alice Lubrecht requested the current committee members send her suggestions for the two positions to be filled in the spring 2007 elections. These positions are Vice Chair/Chair Elect and Secretary. She will also place a call for secretary candidates on the listserv in early July.

Awards: Alice Lubrecht reminded the committee about the Awards Breakfast tomorrow morning, 8 a.m. at the New Orleans Hilton Riverside.

NEW BUSINESS

New Business will be discussed at the Executive Committee meeting on Monday morning.

The meeting was adjourned at 10:05 a.m.

Respectfully submitted,

*Alice L Lubrecht
Acting Secretary
July 10, 2006*

Verbal Agenda:

Call to Order
Approval of Minutes
Recognition of Guests
Old Business
 Bylaws – Susan Maltese
Officer Reports
Committee Reports
 Nominations
New Business