

AASL Online Committee Chair Orientation

WEEK 4: "AASL Committee Support - Who Do I Ask When I Need Something?"

Hello!

This week, we'll be exploring the question: *Whom do I contact when I need something?* For the most part, there are TWO answers to this question - your AASL staff liaison and your AASL Board liaison.

The Committee Chair Handbook has a listing and contact information for AASL staff and Board members who have been assigned liaison responsibilities for AASL committees and task forces. Of course, you may always contact the AASL President or the AASL Executive Director regarding special concerns.

The AASL Board Members have been participating in this online orientation, and this week, I would like them to introduce themselves to you. Board members, please let us all know a little something about you.

When would you contact your AASL staff liaison? Your FIRST point of contact is most always the staff liaison. If you need to request a time change for a meeting, contact your staff liaison. If you would like to request a wiki or other support tool, contact your staff liaison. Any questions on pre-conference preparation, ask your staff liaison. To help you become familiar with members of the AASL staff, I asked each of them to write a brief paragraph about their responsibilities and to give us one unique fact about themselves. AASL staff members are listed in the Committee Chair Handbook and also available on the AASL website at <http://www.ala.org/aasl/staff.html>. The ALA/AASL toll free number is 800-545-2433, ext. 4382.

Kelly Bishop

Manager, Professional Development

A.A.S., MLT; B.S., Business, IT; M, Ed.

Ext. 4386

kbishop@ala.org

I am responsible for overseeing and managing the development of many educational programs AASL offers each year. I manage the educational elements of national conference, the national institute, online courses, licensed institutes as well as ALA Annual and Midwinter Conferences.

INTERESTING FACT: I have five dogs and one cat. I wish I had room for more! I respect all life and support ethical and humane treatment of all living things.

Allison Cline

Deputy Executive Director

B.A., Philosophy; M.A., Philosophy & Social Policy; M.B.A.

Ext. 4385

acline@ala.org

I am responsible for the day-to-day management of the division, including personnel and member relations. Currently I am working on the Longitudinal Study (School Libraries Count!) and development of the study's on-line tool. I also oversee the implementation and monitoring of the strategic plan.

INTERESTING FACT: My only 'brush with fame' was during an internship with the Hospice Foundation in DC in which their annual teleconference occurred on my birthday. The moderator, Cokie Roberts (you may know her from "This Week with David Brinkley"...I realize I am aging myself here), sang happy

birthday to me. In my spare time I volunteer at a local community hospital and anxiously await the start of the football season.

Brenda Dreier, CMP

Meeting and Special Events Planner

BS, Management

Ext. 1393

bdreier@ala.org

As a meeting planner, I have overall responsibility for the management side of the national conference, the national institute and our presence at ALA conferences. I managed the 2005 AASL National Conference in Pittsburgh and have been assisting with other projects since August of 2005. My duties include budgeting, onsite logistics and oversight of registration, housing and exhibits. I am also responsible for site selection for future conferences.

INTERESTING FACT: Most of my free time is spent marveling at the interests and activities of my very busy 15 month old son. I love the outdoors and enjoy camping and can't wait to take him along this summer.

Jennifer Habley

Program Coordinator, Governance & Finance

BS, Anthropology

Ext. 4382

jhabley@ala.org

I am responsible for the governance and financial aspects of AASL. When I have my governance hat on, I provide support for the AASL Board of Directors and Committees. This includes assisting with committee appointments, arranging meetings, and writing minutes. I am also the staff liaison to the Affiliate Assembly and the AASL sections. When I change hats to finance coordinator, I process incoming and outgoing checks, member reimbursements, and assist Julie with budget development and monitoring.

INTERESTING FACT: On the way home from Midwinter in Philadelphia, I shared a plane ride with members of the AHL hockey team the Manchester Monarchs. After talking with the team member who was my seat mate, I decided it would be fun to go to a game and I bought tickets to see the Monarchs play against the Chicago Wolves. My friend and I sat rink side and I was hooked instantly! I can't wait for the new season to start!

Melissa Jones

Communications Specialist

BA, English, Creative Writing

Ext. 4381

mjones@ala.org

As communications specialist, I handle all communications-related activities of AASL. My main responsibilities include managing the AASL Web site, writing press, overseeing 2.0 tools (e.g., wikis, blogs, AASL in Second Life (SL)) and acting as staff liaison to several committees. I also write and produce AASL Hotlinks at the beginning of every month and submit weekly posts to the AASL Blog. As a relative AASL newbie, I am excited for more challenges and responsibilities!

INTERESTING FACT: I am marrying my best friend, Ken, on October 3, 2008. We met at a Halloween party, so I didn't really know what he looked like until our first date two months later--I just knew that I loved his personality. When I am not at work, my time is consumed with getting ready for our upcoming

wedding. I have only had one full-fledged Bridezilla moment in the last nine months! I don't want to go there again.

Andrea Parker

Marketing Specialist
Managing Editor, Knowledge Quest
BA, Communications
Ext. 1396
aparker@ala.org

As marketing specialist I coordinate the marketing and promotion of division programs, products, events and services, and to increase awareness, participation and sales. As Managing Editor of Knowledge Quest, it's my job to manage the production of the journal, control costs, keep production on schedule, and identify and implement changes to make the journal more attractive to readers. I also manage AASL's awards program, which culminates each year in a luncheon at Annual Conference honoring that year's winners.

INTERESTING FACT: I come from a long line of excellent cooks and deep down inside I wish I could be a restaurateur.

Julie Walker

Executive Director
B.S., Education; MLIS
Ext. 4388
jwalker@ala.org

As a non-voting member of both the Board of Directors and the Executive Committee, the Executive Director serves as the primary liaison to these groups. The Executive Director works with other program supervisors -- Deputy Director, Manager of Communications, Manager of Professional Development -- to ensure that staff liaisons provide knowledgeable, efficient and timely service to those who serve as chairs of AASL committees and task forces. I also serve as staff liaison to the NCATE Coordinating Committee and work closely with the AASL Alliance for Association Excellence.

INTERESTING FACT: Chicago is the type of city that makes you feel like a perennial tourist. There truly is always something interesting to do and most of it is free (if I don't acknowledge the connection to my property tax bill. ;-). One of my current favorite spots is Millennium Park. For the third year in a row, I have walked down with friends every Saturday morning to do "Workout in the Park" on the Great Lawn. Take a look:

http://www.millenniumpark.org/artandarchitecture/jay_pritzker_pavilion.html

Jonathan West

Manager, Communications
B.A., Classical Languages; M.A., Religion
Ext. 4389
jwest@ala.org

I oversee AASL's communications: journals, monographs, the Web site, press releases, etc. I am responsible for developing new publications and digital initiatives. I also oversee marketing and member recruitment.

INTERESTING FACT: My hobbies are reading and writing fantasy and science fiction, gaming, and working with 3D design.

Each member of the AASL Board serves as a liaison to at least one committee or task force. The purpose of the Board liaison is to provide a link and conduit for information to flow to and from the committee and the AASL Board of Directors. The liaison will provide the chairperson with information on Board activity and decisions, which may impact their committee's operation and direction.

Board liaisons have very specific responsibilities related to their committee. These include:

- The Board liaison should contact the chair of the committee at least four times per year.
- The first contact should occur right after Annual Conference or as soon as the list of committee chairs' is distributed. The purpose of this contact is to report Board of Directors' actions and decisions during ALA Annual Conference. Your Board liaison will fill out the first of four Liaison Report Forms to communicate committee activity with the Executive Committee (EC) and the Board.
- The second contact should occur before December 15 to check whether the chair needs to bring a proposal to the Board at the Midwinter Meeting, to answer questions and to complete the second Board Liaison Form.
- The third contact should occur before March 1 to inquire about progress toward meeting minimum outcomes for June 2009 and to report problems or concerns to the EC and Board.
- The fourth contact should occur by May 1 to ask whether the committee has a proposal that should come to the Board during its meetings at Annual Conference and to convey any concerns to the EC and the Board.

Below is a brief introduction to your AASL Board Liaisons:

President

Ann M. Martin
Henrico County Public Schools, VA
libraryann@comcast.net

President-Elect

Cassandra Barnett
Fayetteville High School Library, AR
cbarnett@fayar.net

Past-President

Sara Kelly Johns
Lake Placid Middle/High School, NY
johns@northnet.org

Treasurer

Floyd Pentlin
Warrensburg, MO
calaf@charter.net

Member-At-Large

Carl Harvey
North Elementary School, IN
carl@carl-harvey.com

Member-At-Large

Cathie Marriott
Orchard Park Central Schools, NY
cmarriott@opschools.org

AASL Representative to ALA Council

Sylvia Norton
Maine State Library
sylvia.k.norton@maine.gov

ELMSS Representative to the AASL Board

Allison Kaplan
University of Wisconsin
agkaplan@wisc.edu

ISS Representative to the AASL Board

Alice Bryant
Harpeth Hall School Library, TN
Alicebry25@gmail.com

SPVS Representative to the AASL Board

Paul Whitsitt
Chicago Public Schools, IL
pkwhitsitt@cps.k12.il.us

Director, Region 1

Marilyn Joyce
Brewer High School, ME
mzjoyce@midmaine.com

Director, Region 2

Rosina Alaimo
Maple West Elementary School, NY
Rosella@att.net

Director, Region 3

Karen Lemmons
Howe Elementary School, MI
camaraife@aol.com

Director, Region 4

Nancy Dickinson

Hillsboro Elementary School, Manchester, TN
fsufan23@gmail.com

Director, Region 5

Lou Greco
St. Johns County Schools, FL
grecol@stjohns.k12.fl.us

Director, Region 6

Barbara Ray
Northeastern State University, OK
dbjray@earthlink.net

Director, Region 7

Robbie Nickel
Sage Elementary School, NV
rnickel@elko.k12.nv.us

Director, Region 8

Linda Collins
Curtis Junior High School, WA
lcollins@upsd.wednet.edu

Director, Region 9

Gail Formanack
Omaha Public Schools, NE
tjform@tconl.com

WOW! There has really been a lot of information to send to you this week. Do you have questions or comments about staff liaisons or Board of Directors liaisons to committees? Post them to this list!

Your task for this week:

Read through AASL's Strategic Plan, available on the AASL website at
<http://www.ala.org/ala/aasl/aboutaasl/aaslgovernance/aaslstrategicplanning/spgoals.cfm>

Next week - our fifth and final message - relates to the Strategic Plan and YOUR committee's place in the plan.

See you online next week!
Ann M. Martin
2008-2009 AASL President