

ISS Minutes, January 21, 2006  
ALA Midwinter Conference, San Antonio TX

Attendees: Patt Moser (Chair Elect);  
Alison Ernst; Linell Ela (Chair); Linda Espenshade-Heinemer (Program Committee); Marion Wells (guest); Susan Williamson (Past Chair); CD McLean; Kathleen Ellis (ISS Board Rep); Dorcas Hand (Acting Secretary)

We learned from Steven Hofmann that there are many staff changes in the AASL office:

Julie Walker remains Executive Director.

Beverly Becker is the new Deputy Director.

Kim Burd is the new Meeting Planner.

Marcy Kaplan is in charge of the educational content of programs for conferences or other professional development.

Jennifer Habley is in charge of Governance issues.

Andrea Parker is in charge of Marketing.

#### **Data Committee Report - Susan Williamson**

- We held a 2 hour meeting in the morning which included Steven Hofmann.
- We have the latest version of the data, as yet un-analyzed except that it is segmented. We had 420 respondents, which is numerically half of our membership. We want to analyze the list of respondents as compared to our membership, and to use the Porter-Sargent list of non-respondents for use as a membership recruitment list.
- Ellysa Cahoy will analyze our results - but she has a baby due any day. She is working on the cross-tabs which will increase the usefulness of the data. Susan will continue to work with her to complete the project. ISS will send a small baby gift as a gentle reminder.
- Patt Moser will post this preliminary version to the ISS website ASAP, and will include a request for comments and suggested additional questions for the future.
- One the post appears, we will send the link to the various listservs where we posted the request for participation.
- We commended Susan Williamson for a great job pushing this project to fruition.

### **Program Committee**

- Needs to be formally reinstated in the organizational structure of ISS. Current membership: Linda Espenshade-Heinemer
- Policy should be to appoint each new Chair Elect to the Program Committee since the planning for the program they are responsible for during their term as Chair must occur the year they are Chair Elect. *[We did not specify how many members total this committee needs.]*
- Linell will work with AASL staff to correct the paperwork.
- Jennifer Habley of AASL staff stopped by to meet us. She will check on all our committees and be sure they are properly documented.

### **New Orleans Program**

- Carolyn Hilles is ill and has passed the program planning to Linda Espenshade-Heinemer.
- Linda is working with Stephanie Brasley of UCLA to accomplish a program on quick assessment of Library and Information Skills. [I missed the correct title of the program.]
- The program will happen 8-10 am Monday morning in NoLa followed immediately by a tea.
- Linell will confirm the locations and accomplish any informational signage to be sure folks can get from one to the other event. Probably they will be in adjacent rooms.
- Kimberly Burd is the new AASL Meeting Planner. She attended the meeting briefly to meet us and answer our immediate concerns. Linell and Linda will follow with email contact.
- We agreed to share the duties of soliciting doorprizes. Linell read the list and we volunteered for specific vendors. The goal is to have more gift certificates and fewer heavy prizes to heft home.

### **Washington DC Programs**

PreConference/School Tour: combine the failed NoLa PreConf on Strategic Planning with a School Tour into one power packed day

- Spend the morning in a 3 hour workshop with Maureen Sullivan (?name?) titled something like "Advocacy begins with Strategic Planning"
- Sack lunch for the bus
- Tour Sidwell Friends new green middle School building which includes a Library
- Tour a 2<sup>nd</sup> school, possibly Potomac which will also have a new library

#### Program 1: Information Commons

- How to translate the Info Commons as implemented at Mt. Holyoke (for example) to a high school campus like Mt. Herman (for example)
- Allison Ernst will pursue this plan

#### Program 2: How to "Green" your existing library building

- Can we team with LAMA to do this?
- Pat Moser will consider who might be the best speaker, and will contact LAMA about possible collaboration

#### **AASL Board Report - Kathleen Ellis**

- The other 2 AASL sections are looking at ways to streamline the leadership because they have difficulty getting 2 candidates for so many positions. They propose possibly consolidating the Secretary and Chair Elect roles into one position, and the Board Rep and Chair roles.
- ISS members present at this executive meeting in San Antonio had mixed opinions about the wisdom of consolidating the responsibility. Several were concerned that we should in fact spread the load farther to involve more members in active leadership roles. We want to be sure that any rewrites of the AASL bylaws continue to allow us flexibility to manage our own structure. In particular, we feel that the Board Rep position is too big to be combined with any other position.
- Thank you, Kathleen, for being such a strong voice for us.

#### **Nominating Committee - membership policy**

- ISS Nominating Committee will consist of the outgoing chair and the 2 previous chairs for a total of three committee members.

#### **Web Presence Committee - Pat Moser**

- No current members of the committee were present. Pat Moser will be appointed to the committee immediately, at her own request.
- Linell will check if either Trish Medeiros or Reed Williamson want to be reappointed to the committee. Their terms are ending. We hope that one will stay for continuity.
- several ideas she has to update the page(s):
  - Home Page needs committee function statements, list of members, and their terms as well as contact information

- We need to brighten the tone of the page to be more friendly.
- We need a logo - Susan W. talked to Andrea Parker (AASL staff) who will work on this. Susan will follow up.
- We'd like to include graphics and library photos.
- We need to post our Section Archives to the web
  - First, scan our bylaws/guidelines for public awareness.
  - Begin to scan our past minutes, etc. from the Notebook that Linell has.

**Chicago minutes list an item:** Dorcas was to send a blurb to NAIS Independent School soliciting an article about Rubrics. Dorcas forgot - but we do need to get an article into that journal.

- Linda is a co-speaker at NAIS Boston so we have a small presence. Topic: Using Buildings to build Community

### **AASL Longitudinal Survey**

Keith Curry Lance is working through AASL to start a multi-year and annual longitudinal study of libraries that hopes to get 1000 respondents. AASL is negotiating with a vendor to manage the sampling method to locate 1000 schools who will continue to participate for the duration of the study. The questions are still influx. ISS will make every effort to be represented in the study in appropriate percentage. Susan (Data Committee), Linell (current chair) or Pat (incoming chair) will write an appropriate letter.

### **Issues concerning our planned NoLa Preconference with Mareen Sullivan**

After several oral discussions with ISS members in San Antonio, Linell will compose a letter to send to AASL Exec. Dir. Julie Walker, the current Chair and the Chair Elect of AASL to express both our understanding of the extreme stress felt by office staff at the time deadlines happened concerning planning for NoLa AND our frustration that our preconference plan was not only not accepted but that our only notice of that fact came in the printed preliminary program. Linell will send her draft to those of us who were involved in discussions in San Antonio before formalizing the final wording.

## **Outreach/Membership**

Patt Moser suggested a new committee which we agreed to formalize.

Marion Wells is a new ISS member, new ISS librarian, and has agreed to chair the new committee [once her membership is documented in the AASL office]. Dorcas agreed to work with her.

- First effort: send a brief email solicitation for ISS membership to the list of schools from Porter Sargent who are known to not have responded to the survey. Explain who ISS is and serves and offer the benefits of membership to these schools.
- In future the committee will seek ways to encourage non-members from eligible schools to join and find ways to make those new members feel welcome and encourage active participation.

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