



Association of College and Research Libraries
Spring Executive Committee Meeting
Thursday, May 15, 2008
8:30 a.m. – 4:30 p.m.
ALA Washington Office Meeting Room
Washington, DC

Spring Executive Committee Minutes

Attendees:

Executive Committee Members: Julie Todaro, Erika Linke, Pam Snelson, Theresa Byrd, Locke Morrissey, Mary Ellen Davis

Visiting Board Member: Lori Goetsch

Board members participating in conference call: Debbie L. Malone, Michael J. LaCroix, Karen A. Williams, Elizabeth A. Dupuis, Lynne King, Mary Carr

Staff: Kara Malenfant, Laura Soncrant (by phone)

1.0 Call to Order

President Julie Todaro called the meeting to order at 8:33 a.m.

2.0 Opening Remarks

Todaro welcomed the Board and gave a special welcome and congratulations to Lori Goetsch on her election to ACRL Vice-President/President-elect of ACRL. Davis noted that Goetsch was already a director-at-large, although not a member of the Executive Committee. Davis explained that Goetsch was welcome to participate fully in all discussions and would vote only on actions being considered by the full Board.

3.0 Adoption of the Agenda

Discussion: Todaro acknowledged the number of items on the agenda, requesting the Executive Committee do their best to stay on track and noted that depending on the conversation, some items may be handled by a virtual vote or moved to the agenda for the Board's meeting at the ALA Annual Conference.

Action: The ACRL Executive Committee adopted the agenda agreeing to revise it if time constraints required it.

Strategic Area: The Association

4.0 Reports

4.1 President's Report

President Julie Todaro noted she had a lengthy written report and verbally highlighted several items including the president's program in Anaheim. She thanked Erika Linke for attending one of the award ceremonies for her at McMaster University.



4.2 Vice-President's Report

Vice-President/President-Elect Erika Linke reported that she has spent a good deal of time on appointments. While the majority of the appointments have been determined, people who may play other roles in ACRL have opened up a few slots by going off committees. She is currently addressing those openings. Linke also reported that the division presidents working group on the "Seven Measures," (to be discussed later on the agenda), was actively engaged. Linke updated her written report stating that she worked on refining the consultants' project with ACRL's Content Strategist Kathryn Deiss. In addition, she promised the Executive Committee she would send out an e-mail reminder to the Board regarding final dates for the fall strategic planning session. She will be going to the ARL meeting next week and did attend the CNI meeting last month.

4.3 Councilor's Report

Division Councilor Locke Morrissey reported that ALA's Task Force on Electronic Participation, chaired by Janet Swann Hill, is due to turn in a final report to the ALA Council at Midwinter 2009; but that there should be an update at annual. As soon as reports are received, Morrissey will forward them to the Board. It was requested the Executive Committee provide feedback to Morrissey in response to his queries and as a proactive measure so he can turn information around and respond to Council.

On a personal note, this summer Morrissey will be out of commission due to health reasons and will be sure to keep the Board up-to-date during this time.

4.4 Executive Director's Report

Executive Director Mary Ellen Davis reported on two new professional development events. The ACRL Springboard event, a free webcast for ACRL members featuring MIP professor Henry Jenkins, was well received. ACRL also launched the ACRL OnPoint online chat series. Four discussions topics were identified and two have already been held with good turnout. Davis also highlighted recent staff changes that include David Connolly moving to the position of Classified Ads Coordinator, Jon Stahler hired as web developer, and Joe Barkley hired as program coordinator. Davis also reported that planning for the ACRL National Conference was going well and that fundraising had surpassed its year-to-date goal and was near the targeted budgeted amount.

5.0 2008 ACRL Midwinter Meeting Board Minutes

There was no discussion of the draft minutes.

6.0 Consent Agenda

[In order to allocate more Board time to the matters of highest priority, it is recommended that we develop a consent agenda for more routine matters on which there is little perceived need for debate or on which more meaningful debate will take place in other forums and need not be repeated in the Board's discussions. We will act on these items as a group. **Any item may be removed** from the consent agenda if **any member** of the Board of Directors requests separate consideration of the item.]

The following items are placed on the consent agenda:

Strategic Area: The Association

6.1 Approval of 2007 Fall Executive Committee Meeting Minutes

Motion: That the ACRL Executive Committee approve the 2007 fall meeting minutes.



6.2 Composition of ILAC

Motion: That the ACRL Executive Committee change the composition of the ILAC committee to substitute ACRL Staff liaison for ACRL Executive Director.

6.3 CLS Award Proposal

6.4 Dissolution of ACRL Partnership Libraries

Motion: That the ACRL Executive Committee approve the dissolution of the Partnership Libraries Discussion Group.

6.5 RBMS 2010 Preconference Application

Motion: That the ACRL Board of Directors approve our request to hold the 51st Annual RBMS Preconference in Philadelphia, Pennsylvania, on June 22-25, 2010.)

Discussion: Pam Snelson requested that item 6.3 be removed from the consent agenda. It was agreed to consider this item after item 15.0. It was also requested that document 3.1 be amended to reflect the correct spelling of Locke Morrisey’s name.

Action: The Executive Committee adopted the consent agenda less item 6.3 and with the noted revision.

Strategic Area: Higher Education

7.0 Approval of Liaisons Recommended by Council of Liaisons (Executive Session)

7.1 American Sociological Association

7.2 Association for Educational Communications and Technology

7.3 Association for the Study of African American Life and History

7.4 Society for Information Technology and Teacher Education

Action: The ACRL Executive Committee met in executive session and reported out the approval of the following appointments to the Council of Liaisons:

- Sally Wilson Weimer as the ACRL Liaison to the American Sociological Association (ASA)
- Kathleen E. Bethel as the ACRL Liaison to the Association for the Study of African American Life and History (ASALH)
- Vanessa J. Earp as the ACRL Liaison Society for Information Technology in Teacher Education) SITE

The Executive Committee also accepted the recommendation of the Council of Liaisons and did not approve a liaison to the Association for Educational Communications and Technology at this time.

8.0 Scholarly Communication

8.1 SCOAP3 Initiative

Motion: That the ACRL Board of Directors convey its support of the SCOAP3 effort as a worthwhile experiment in scholarly publishing business models to the SCOAP3 principals and to the ACRL community. This could be accomplished through a letter, such as the one attached, and related announcements.

Discussion: The Executive Committee felt this was a good initiative and that ACRL should show its support for it. The question was raised about whether financial support was being requested and if the Scholarly Communications Committee had consulted with ACRL units such as STS or ULS. The Executive Committee recognized that the importance of consulting

with various groups needed to be balanced with the Scholarly Communications Committee's role as the specialists in this area for ACRL.

Action: The motion was withdrawn.

The Executive Committee requested that John Ober or Joyce Ogburn, Co-chairs, Scholarly Communication Committee, be asked to consult with appropriate ACRL units such as STS and ULS, if they have not already done so, and to report the findings back to Board. With this additional information the Board would be ready to take action on this request.

8.2 Support of SPARC Digital Repositories Conference

Motion: That the ACRL Board of Directors approve \$1,000 sponsorship donation, drawn from ACRL scholarly communication program funding, to become a Supporting Organization of the SPARC 2008 Repositories Conference.

Discussion: It was stated this money is already in the budget, but that since this use of the money requires use of the ACRL name, it was brought to the Board for approval. The Executive Committee discussed other possible ways for ACRL to show support.

Action: The Executive Committee approved the \$1,000 sponsorship donation, drawn from ACRL scholarly communication program funding, to become a Supporting Organization of the SPARC 2008 Repositories Conference.

Strategic Area: The Profession

9.0 Trends and Statistics

Discussion: The statistics project was a focus of the Leadership Council at Midwinter 2008 and ACRL leaders had completed a survey about the value of ACRL continuing the data collection. Feedback from the Leadership Council and the survey supported continuing the ACRL trends and statistics project. Davis noted that Shawn Calhoun, the chair of the Statistics Committee, had resigned for personal reasons. The new chair, Bill Miller, decided that based on the positive support for the statistics project already gathered that a proposed additional survey to assess the value of the statistics project was not warranted. With the positive feedback gathered ACRL will continue its trends and statistics project.

10.0 ACRL Virtual Conference Registration

Motion: That the ACRL Board of Directors approve funding up to \$7,500 to help underwrite the costs associated with 2009 Virtual Conference.

Discussion: The Executive Committee noted that the virtual national conference has been held for several years without ACRL subsidizing the costs. The Executive Committee also noted that there was little way to limit the expense to \$7,500 unless attendance was capped. It was observed that while other companies may offer 'free' professional development in the form of webinars it is with the expectation that a product will be purchased. The Executive Committee also recognized that online education for professional development is growing and that the ACRL Virtual National Conference is an incredible value for the cost. The Executive Committee also noted that those attending in person were making a far greater investment than those attending virtually. The Executive Committee noted that presenters

for the virtual conference have to miss other sessions in order to recreate their presentation for the virtual audience. Concern was expressed about setting a precedent to subsidize this event. The Executive Committee suggested that the Virtual Conference Committee should work more closely with the National Conference Coordinating Committee to consider options. For example, it was suggested that the National Conference Coordinating Committee could be asked to expand scholarships to include the Virtual National Conference or ask that the Colleagues raise money to offset some of the costs of the virtual conference.

Action: The Executive Committee moved to oppose the funding request and directed the letter to the requestors be copied to Betsy Wilson, chair of the National Conference Coordinating Committee, and that the letter should direct the Virtual Conference Committee to work closely with the National Conference Coordinating Committee to investigate options such as scholarship dollars and vendor support to underwrite costs.

11.0 Diversity White Paper – next steps

Discussion:

- Concern was expressed that ACRL had accepted a white paper that had not reached out to other important constituencies working on diversity issues. It was felt that it was very important to reach out to these groups even though it was later in the process.
- It was decided that an invitational meeting should be held at the 2009 Midwinter Meeting to engage the groups that are most involved with diversity, such as the ethnic caucuses, (Black Caucus, REFORMA, CALA,) the ALA Spectrum Initiative, the ACRL Racial and Ethnic Diversity Committee, etc.
- The Executive Committee stressed the importance of articulating the history of this white paper to the other groups, i.e., that ACRL had commissioned consultants to develop a paper to give the ACRL Board a knowledge base through a survey of the environment and then with this new knowledge consider how ACRL could best have a role in the broad issue of diversity in the profession. It was also important to help other groups understand that diversity was one of many issues that ACRL is addressing and that next steps may be more constrained than some of the suggestions in the original white paper, e.g., a multi-million dollar “dicovernursing.com campaign” for librarians.
- The Executive Committee stressed the importance of developing clear outcomes for this meeting that are communicated well in advance of the meeting and of providing the paper and discussion topics in advance so invitees came prepared to discuss.
- President Julie Todaro volunteered to lead this effort and will consult the Board working Group of Theresa Byrd, Janis Bandelin, and Karen Williams to see in what way they would like to continue to work on this project.
- The Executive Committee stated a preference for issuing a “save the date” invitation that clearly stated the purpose and outcomes of the proposed MW meeting issued to groups prior to the 2008 ALA Annual Conference next month.

The Executive Committee expressed its thanks to Karen Williams, Theresa Byrd and Janis Bandelin for their continued dedication and work on the diversity white paper, acknowledging that this was the Board's first attempt to work on a mega issue, and that the process was still in development. The Executive Committee also thanked Todaro for agreeing to lead the next steps in this mega issue and Malone for working with the group to develop the next steps grid.

12.0 ILAC Recommendations for Information Literacy Competency Standards for Higher Education

Motion: That the ACRL Board of Directors 1) extend ILAC's deadline for submitting the plan for the study until the ALA Annual Conference; and 2) include the role the organization has in the development, review and maintenance of this document and others like it in a future discussion of the ACRL information literacy structure.

Discussion: The Executive Committee noted two issues to consider. When ACRL developed these standards, it used the model used by AASL and appointed a special committee. While other ACRL standards and guidelines have an organizational "home," these do not because they were done by a special committee and outside the usual ACRL process for developing standards and guidelines, which at that time included a review by an ALA Standards Committee (now defunct). So the Executive Committee noted that it was important to identify a "home" for the Information Literacy Competency Standards for Higher Education. The second issue has to do with defining how the competency standards relate to the ancillary guidelines developed by units such as the Instruction Section (IS) and the discipline specific information literacy standards developed by other sections.

Action: The Executive Committee approved extending the ILAC deadline for submitting the plan for the study until the Annual Conference. The Executive Committee deferred making a decision regarding a "home" for the standards' until the Board has had a chance to review the recommendations for how information literacy should be structured within ACRL.

13.0 Summit on Technology and Change

Motion: That the ACRL Board of Directors have a focused discussion to review the activities listed in the grid, giving particular attention to recommendations #2 "Create a dialog on what librarians might stop doing in order to meet contemporary needs," and #5 "How are libraries recasting their roles in the access, design and delivery of knowledge today," and prioritize any items in the grid that require action given ACRL's strategic plan.

Discussion: The Executive Committee looked at the grid as requested and paid particular attention to item three, "create a dialogue on what librarians might stop doing in order to meet contemporary needs," and to item five, "how are libraries and librarians recasting their roles in the access, design and delivery of knowledge today?"

The following observations were made:

- The Executive Committee felt this could be an opportunity to find out if and how the Scholarly Communications (SC) Committee has addressed the changing roles of librarians. In addition, the SC could provide feedback on how librarians and their roles are changing in regards to taking on information policy and copyright.

- The Executive Committee suggested taking these questions to the Leadership Council as a discussion exercise: what have you stopped doing and how are you recasting your role as a librarian? After this discussion leaders could be encouraged to discuss with their sections, committees, and chapters in an effort to generate more ideas. Davis and Todaro were asked to incorporate this idea into the Leadership Council agenda.
- The Executive Committee also thought an interesting study would be to take the top 10 trends from the environmental scan and compare them with the technology and change paper, NACS paper, and diversity recommendations falling under it.
- This paper and grid may also inform the REAL research development.
- A panel about these topics could be great idea for a National Conference panel and should have a great turnout, although it was recognized that the deadline had just passed, perhaps a program could be developed as a “chair’s prerogative.”

Conference call with Board of Directors convened

17.0 Conference Call with Board of Directors

17.1 ACRL Bylaws Revisions Overview and Interest Group Next Steps

Discussion: The Executive Committee was very excited about the fact that a number of groups are waiting to become interest groups. They felt some time could be used to discuss this during the Sunday luncheon at Annual. The Executive Committee identified a number of issues to be addressed:

- Membership is waiting for direction from ACRL on how things will be different going forward, specifically, what are the timelines and how are things changing under communities of practice.
- A list of things to stop doing (i.e., section bylaws) may be needed as well as a timeline for new elements.
- Clear directions need to be prepared on how to convert bylaws to procedures. ALA Parliamentarian Eli Mina might be consulted to help prepare a simple template.
- ACRL policies and procedures may need to be updated and changed to reflect the change in bylaws.
- How do we direct people to form an interest group? It was noted the Board had not taken formal action on policies such as the number of signatures needed to form an interest group.
- Specify that interest group members need to be members of ACRL.
- Should Sections Council (no longer in the bylaws) be called Communities of Practice Council?
- A grid should be developed of what we used to call things and what we now call things.
- Look at bullets on 11.1b under activities and combine with grid on 11.1c procedures.
- A forum needs to be provided for people to connect and meet up to form an interest group.

- It needs to be determined who on staff will help answer questions and provide guidance and who should be contacted to receive web space.
- A FAQ should be produced and placed online as soon as possible.

Goetsch, Linke, Dupuis, and Davis volunteered to review existing documents and develop a to-do list, make recommendations, and write documents for Board to review and approve virtually to codify what was discussed. The Board will act on this virtually so that there are policies and procedures ready for dissemination at the ALA Annual Conference. Documents should be distributed at Leadership Council and Sections Council and Board members should have them so that they are prepared to answer questions from their section liaison groups.

17.2 Coordinating Committees

Discussion: The Executive Committee discussed the purpose of Coordinating Committees. They suggested that the roles of people who are appointed to the coordinating committee as committee chairs and as committee members should be clarified. The Executive Committee felt that coordinating committees are working well in most instances and that some, like the advocacy coordinating committee, need more clarification on roles. The Executive Committee questioned if the right mix of component committees comprise the Advocacy Coordinating Committee. They also wondered if the Board should have a small group look at structural changes around coordinating committees, the Board's relationship with committees, bylaws changes and communities of practice, and information literacy structure. One suggestion was made to start a separate group to focus on the Board's relationship with its committees and coordinating committees. Williams, Malone, Goetsch and Davis volunteered to address this topic.

Some specific administrative issues with coordinating committees were identified, such as a need to provide a mechanism for informing observers where breakout groups are meeting, e.g., table signs, and the value of job descriptions for coordinating committee chairs and members. It was noted that most coordinating committees are working well and that the Board should focus on the Advocacy Coordinating Committee as this is the group that has repeatedly approached the Board with concerns about its mission, composition, etc. The Executive Committee determined a small group was needed to examine just the Advocacy Coordinating Committee (ACC). This group would facilitate a conversation with the chair of the ACC about how it is working, what it is working on, how it would work well, what the right mix of component committees would be, etc. Snelson, Linke, and Davis expressed willingness to be willing to work on this and will bring suggestions to the Board at Annual.

The Executive Committee suggested that Linke consider coordinating committees as potential topic for the Board's strategic planning session in the fall.

17.3 Advocacy Coordinating Committee

Motion: That the ACRL Board of Directors approve the following name change and charge of the ACRL ACC:

1. Name Change to: "Coordinating Committee for the ACRL Advocacy Committees"
2. Proposed Charge for the Coordinating Committee for the ACRL Advocacy Committees

Charge: The Coordinating Committee for the ACRL Advocacy Committees is responsible for coordinating a broadly defined range of advocacy efforts throughout ACRL including those informing the advocacy agenda and those engaging in advocacy. The committee will organize some efforts into a coherent and effectively implemented set of programs and initiatives that more closely align to the strategic plan. The Coordinating Committee regularly scans the association and the profession for new initiatives that support the association's strategic advocacy objectives. The Coordinating Committee enables communication with the Board of Directors on advocacy strategies and issues at all levels of ACRL and the CCAAC will make recommendations to the Board regarding the most effective and efficient advocacy committee structures to achieve these ends. To that end, the CCAAC has responsibility for reviewing the charge of each advocacy committee and making recommendations to the ACRL Board for revisions or adjustments to the charge of each advocacy committee.

Discussion: The Executive Committee reviewed the request in document 11.3a and concluded that this group seeks to change the name and proposed charge in an effort to get more specificity and direction from the charge itself. After reviewing this request, the Executive Committee had a series of questions and concerns including:

- Does the name change indicate the Coordinating Committee is distancing itself from the content?
- The Board did not intend for the Advocacy Coordinating Committee to be only administrative in nature and free of the content of advocacy issues.
- Is the rationale for the name change inconsistent with the charge?

Action: After reviewing the request, the Executive Committee decided to take no action at this time due to issues with the broader context of structure. However, Snelson, Linke, and Davis will be in touch to work with the chair of the Advocacy Coordinating Committee Carol Hughes before the Annual Conference to get more information and seek solutions to its concerns.

17.4 Information Literacy Structure Review

Motion: That the ACRL Board of Directors approve the formation of a work group of ACRL members to reflect the widest possible range of information literacy issues and concerns in ACRL. It is further recommended that the group be comprised of the members of the Information Literacy Advisory Committee (ILAC) along with key information literacy stakeholders in ACRL to be appointed by the Board, and that ILAC's current chairperson serve as the chairperson of the workgroup. The group would be charged to: work from the Information Literacy Review Grid to recommend the best options to achieve ACRL's information literacy goals, keeping in mind that the various components might be staged at different times and are not necessarily mutually exclusive; identify methods to implement those recommendations; develop a timeline to accomplish the recommended actions; provide a written report for the Fall 2008 ACRL Executive Board meeting.

Discussion: The Executive Committee agreed that this group needs to be formed and that it needs to be a group with a different name, a different charge, and a different meeting time, rather than just tacked on to ILAC agenda. It should be clarified that the recommendations from the new group will come to fall executive committee meeting and not the full Board.

Action: The Executive Committee approved this motion as presented.

17.5 Digitization and e-government

The Executive Committee was unable to discuss this agenda item due to time constraints. It will be included on the agenda for the Annual Conference Board of Directors meeting.

Conference call with Board of Directors ended and meeting resumed with Executive Committee

6.3 CLS Award Proposal

Motion: That the ACRL Board of Directors approve the CLS ProQuest Innovation in College Librarianship Award and the CLS Leadership Committee charge revision.

Discussion: Based on the submitted material, the Executive Committee had some confusion over criteria and eligibility for the award. They wondered if award recipients needed to be ACRL members and if they needed an MLS. It was noted that other ACRL awards do not require that recipients be members. The Executive Committee decided to let CLS deal with those decisions. The Executive Committee noted that the CLS Executive Committee was the governing body that had the authority to change the charge of the CLS Leadership Committee.

Action: The Executive Committee approved the establishment of the CLS ProQuest Innovation in College Libraries Award.

14.0 RBMS Professional Development

14.1 RBMS Regional Workshops

Motion: That the ACRL Board of Directors approve the RBMS regional workshop proposal.

Discussion: The Executive Committee discussed this request noting that it presumed a lot of support from member volunteers and minimal support from staff. The Executive Committee expressed some concern in that staff would have limited involvement in the planning and yet the event would be branded with the ACRL/RBMS name. The Executive Committee also expressed concern about the budget being realistic enough to be sustainable. As it is planned, the budget assumes a large amount of in-kind donations from host libraries; in today's ever-tightening financial climate, this may not be a sustainable model.

The Executive Committee also noted that these workshops may put the RBMS preconference at risk if the new events dilute the audience for the annual RBMS preconference. The suggestion was made that if these workshops were tried that they be considered pilot projects with an assessment and a report back to the Board.

Action: The Executive Committee approved the RBMS regional workshop proposal as a pilot project for two workshops, spring and fall 2009, contingent on them putting in place an assessment plan and reporting to the Board at the meeting following the second workshop, no later than Midwinter 2010.

15.0 LES Action Plan Revision

Motion: That the ACRL Board of Directors, in recognition of Ms. Grob's initiative to secure non-ACRL funds to promote our profession, could kindly consider the following amendment to ACRL support for LES initiative to promote ACRL-LES Research Competency Guidelines for Literatures in English at an academic conference in the area of literary studies. Could ACRL Board kindly consider refunding Ms. Kluegel and Professor Mazella for two (rather than one) nights at a hotel (up to \$160.00

per night), and grant them reimbursement for two (rather one) per diem? (Their panel took place at 8:30 a.m. which really required a two night stay at a hotel). In addition, could the ACRL Board kindly consider keeping ACRL contribution to their air travel expenses at the original level up to \$200.00. Keeping this breakout of expenses in mind, (two nights at a hotel, two per diem allocations and up to \$200.00 for each of them), depending on financial documentation submitted by each of them, ACRL total financial support should not exceed \$600.00 for each, with a total ACRL contribution of no more than \$ 1,200.00. The deadline required of Ms. Kluegel and Professor Mazella to submit their relevant financial documentation to ACRL should be May 31, 2008.

Discussion: Davis noted this request is a change in the distribution of action plan funds already approved by the ACRL Board. The use of the funds was for the same intent as proposed in the action plan. It was agreed that typically these kinds of requests could be considered an administrative change, not requiring Board approval.

Action: The Executive Committee approved this request as presented.

Strategic Area: The Association

16.0 Financial

16.1 2nd Quarter Budget Report

Discussion: Theresa Byrd, Chair of the ACRL Budget and Finance Committee, highlighted a few items from the 2nd quarter budget report, including:

- There is an anticipated deficit for the 07-08 fiscal year.
- There has been a slight drop on interest for the long-term investment fund; this is consistent with the current market downturn.
- Looking at expenses, membership services are showing the expected deficit. ACRL spends more than the dues it receives to cover items such as awards, scholarly communications, sections, committees, government relations, chapters, etc.
- The statistics survey was published later then anticipated causing revenue to also come in later then budgeted. While this is not a revenue generator for ACRL, it is a good service for the profession, and every effort is made to keep the costs low.
- The Web-CE was budgeted too aggressively this year. Given that the position was vacant for six months and that the market has become sated with Web-CE offerings from other vendors, ACRL will not make budget this year. In the future this item will be budgeted at 95% of registration revenues.
- CHOICE expenses are below budget while revenue better than budget.
- Overall ACRL has a comfortable excess in operating reserve balance over mandated amount.

16.2 CHOICE Property Update

Discussion: Currently CHOICE is working with ALA and is considering different mortgage options and rates. Current concerns regarding the real estate market led the Executive Committee to request additional information in order to compare options, specifically around the benefit of adjustable rate mortgages over fixed rate. Davis hoped to be able to bring more information to the Board at the Annual Conference.



16.3 ACRL Presidential Candidates

Discussion: The document ACRL SE08 12.3 alerted the Board to the fact that the costs of the ACRL candidates' debate were exceeding the donation ACRL receives for the event. The Executive Committee discussed whether this event should breakeven or is it an event they are comfortable with in its current setup and therefore willing to subsidize. Various options were considered such as a dessert reception or an event without food. It was concluded that the candidates' luncheon is a tradition many members enjoy and expect and that it should continue as a luncheon. The Executive Committee asked staff to monitor event costs and come back at to the Board if the subsidy exceeds 50% of the total cost of the event.

16.4 Friends Fund Donor Categories and Priorities

Motion: That the ACRL Board of Directors

(1) approve changing the Friends Fund donor categories to:

- Patrons (\$1000 and over)
- Sponsors (\$500 - \$999)
- Contributors (\$250 - \$499)
- Associates (\$100 - \$249)
- Friends (less than \$100).

(2) That the ACRL Board of Directors approve changing the Friends Fund giving priorities to:

- Advocacy
- Professional Development
- Innovative Programming
- President's Discretionary Fund (at the discretion of the ACRL President and/or ACRL Board).

Discussion: The Executive Committee recognized the requested change was ties the fundraising categories to the strategic plan agreeing it was a clearer way to solicit funds in support of ACRL's strategic goal areas but noted some inconsistencies with language. The Executive Committee did have a concern about the term "President's Discretionary Fund" sounding like a "slush" fund. The intent of this fund is to respond to unexpected requests for funding such as relief for natural disasters. coming so the Executive Committee felt that a name change was in order.

Action: The Executive Committee approved changing the Friends Fund donor categories to:

- Patrons (\$1000 and over)
- Sponsors (\$500 - \$999)
- Contributors (\$250 - \$499)
- Associates (\$100 - \$249)
- Friends (less than \$100).

and approved changing the Friends Fund giving priorities to:

- Advocacy
- Professional Development

- Innovative Programming
- Board Strategic Plan Initiative Fund (at the discretion of the ACRL President and/or ACRL Board)

Action: The Executive Committee voted to extend the meeting to 5:00 p.m.

Strategic Area: The Association

18.0 Financial - continued

18.1 Analysis of Dues Models & 18.2 Proposed Bylaws

Discussion: The Executive Committee decided to address agenda items 18.1 and 18.2 together. It was noted that the Budget and Finance Committee was in need of guidance on how much detail the Board wants in policies and procedures as they develop flexible ways to increase dues. The Executive Committee felt that with the downturn in the economy it was not a good time to move forward with any discussion of a change in dues or how dues are determined (which is now set forth in the bylaws). The Executive Committee discussed letting this issue rest for a while, but was concerned that it took the Board 15 years before a Board was willing to suggest the last dues increase. The Executive Committee wanted to ensure that this issue would be considered annually by the Budget & Finance Committee and the Board. Ideas considered included telling members about the Board's thoughts on dues in a *C&RL News* column or ACRL Insider post. The Board could stress that ACRL dues are staying the same for now but that the Board is looking at what other organizations are doing and if warranted a dues increase could happen in the future. In this same article, the value and benefits of membership could be expressed thereby linking membership services and benefits with dues. Finally, the Executive Committee would like the Budget & Finance Committee to maintain a grid of comparable associations that tracks dues, conference fees, benefits of membership, etc. because membership dues on their own do not give a full picture of the cost of belonging and participating in an association. This grid would then provide the Board with specific information when the Budget & Finance Committee makes its annual recommendation on dues.

19.0 ACRL Student Chapters

Motion: That the ACRL Board decide whether or not to approve student chapters and, if so, to set guidelines regarding the creation and benefits of student chapters.

Discussion: Davis opened the discussion by noting a student group had requested permission to form a chapter of ACRL on the campus. Permission for this had been granted but the chapter had not gone through the ACRL process to become an official ACRL chapter. Inquiries to ALA about how it managed student chapters uncovered various challenges. The Executive Committee discussed how ACRL would engage students. Student chapters, such as the ones offered by the Special Libraries Association, can be a strong and a vital way to connect students to the larger association. It was suggested that ACRL chapters be asked how they engage students in the chapters work and if they have student chapters. Todaro volunteered to query the Chapters Council discussion list to gather more information.

Action: The Board decided not to take action until it could collect more information.

20.0 Seven Measures Working Group Report Update #1

The Executive Committee was unable to discuss this agenda item due to time constraints. It will be included on the agenda for the Annual Conference Board of Directors meeting.

21.0 Consultants Service

Motion: That the ACRL Board of Directors review the attached program documents and recommend action.

Discussion: The Executive Committee feels valuable lessons have been gained from the pilot program that should influence future projects. Of the important lessons learned is that the time and labor for consulting and writing reports are very intensive. It is difficult to set a fee for this service that would cover all of the staff and consultant costs and generate additional revenue. In addition, one library had an expectation that an ACRL assisted self-study implied a type of accreditation; ACRL would not want libraries to think that using an ACRL consultants service guaranteed a successful accreditation visit.

Rather than pursuing the consultant program as currently configured, the Executive Committee suggested considering how ACRL could be involved in training the next generation of facilitators, a role that the Association of Research Libraries once fulfilled. One Board members suggested that ACRL could examine the model used by the Public Library Association (PLA), which requires that everyone trained by PLA gives four consultations free. This is a bit like a residency model and newly minted trainers would benefit from the use of the ACRL name. The Executive Committee liked the idea of this model because it may have a better chance at generating revenue. Another consulting program to possibly consider is the idea of consulting around buildings, facilities, and sustainability.

The Executive Committee concluded that before ACRL should move forward with a consultant services staff should document the queries for this type of service ACRL receives in an effort to understand better what is happening in the marketplace.

Action: The Executive Committee directed staff to remove the ACRL Program Review & Planning Services Program from the FY09 budget and to continue monitor the needs of libraries, keeping track of the kinds of requests received. The Executive Committee agreed that ACRL staff can continue to accept consulting engagements as their time and expertise allows.

22.0 Research (REAL) Publication

22.1 REAL Update

Discussion: The Executive Committee was informed that the first survey is underway. The Executive Committee reviewed the pricing models and suggested that the pricing for single reports for corporate members was not consistent with the pricing for other subscribers; the cost had to be higher in relation to the subscription price. The other question the Executive Committee raised was who is eligible to be a Charter member. Staff agreed to review the pricing model and will include the final model in the FY09 budget.

22.2 Creation of REAL Advisory Board

Motion: That the ACRL Board of Directors 1) approve the charge for the ACRL Research Evidence for Action in Libraries Advisory Board, 2) approve the composition of the Editorial Board as stated and 3) approve the criteria for selection of the Editorial Board as stated.

Charge: To serve in an advisory capacity to the ACRL REAL project manager by identifying topics for future research, devising mechanisms for soliciting input from subscribers for future topics, and offering guidance as requested by the project manager and ACRL staff.

Composition of the Editorial Board

1. Four to six members in addition to ex officio members.
2. Three year terms, staggered
3. Members serve no more than two consecutive terms.
4. Ex officio members: Research Committee chair, ACRL Publications Coordinating Committee chair, ACRL project manager, ACRL Associate Director

Criteria for Selection of Editorial Board Members

1. Membership in the American Library Association and the Association of College and Research Libraries
2. Board membership should include a balanced representation of academic library types (two-year, four-year, comprehensive, and ARL libraries) as well as wide geographic representation.
3. Broad knowledge of and concern with the major issues confronting academic library directors.
4. Upper-level administrative experience
5. Willingness to attend board meetings during Annual Conferences and Midwinter Meetings of the American Library Association.

Discussion: The Executive Committee asked who would chair this advisory board, concluding it should be a volunteer and that there is a need to develop a roles document regarding the staff liaison/project manager. The Executive Committee also noted that the word “coordinating” needs to be added to Research Coordinating Committee in the composition section.

Action: The Executive Committee moved to approve the charge, composition, and criteria for selection of the REAL advisory Board, with these changes. The Executive Committee specified one of the 4 to 6 members, in addition to ex-officio, be appointed chair. A phrase needs to be included stating this is an editorial board/advisory board component of the Publications Coordinating Committee.

23.0 Assessment Task Force Charge

The Executive Committee was unable to discuss this agenda item due to time constraints. It will be included on the agenda for the Annual Conference Board of Directors meeting.

24.0 MW Board Meeting Effectiveness Assessment

The Executive Committee was unable to discuss this agenda item due to time constraints. It will be included on the agenda for the Annual Conference Board of Directors meeting.

25.0 Board Relationships with Committees

The Executive Committee was unable to discuss this agenda item due to time constraints. It will be included on the agenda for the Annual Conference Board of Directors meeting.

26.0 Expected Outcomes at Annual Conference

26.1 Leadership Council

Discussion: Per the Executive Committee's discussion from agenda item 13.0 on the Summit for Technology and Change, it was suggested using the Leadership Council as a group to discuss recommendations #2 "Create a dialog on what librarians might stop doing in order to meet contemporary needs," and #5 "How are libraries recasting their roles in the access, design and delivery of knowledge today"

Members of the Leadership Council could be requested to discuss this with their sections, committees, chapters, in an effort to spark dialogue. Todaro and Davis will work with ACRL Content Strategist Kathryn Deiss to formulate the agenda for Leadership Council.

26.2 Fellows Luncheon (in general)

The Executive Committee was unable to discuss this agenda item due to time constraints.

26.3 Board Strategic Working Session

Discussion: On Sunday, June 29, 2008, the Board will have a working session from 11:15 a.m.-1:15 p.m. that includes lunch. Todaro, Goetsch, and Davis agreed to develop the agenda for this session. Topics suggested included Advocacy Coordinating Committee, per item 17.2 on this agenda, the Board relationship with committees, and information literacy structure.

27.0 ACRL Membership Needs Analysis

The Executive Committee was unable to discuss this agenda item due to time constraints. It will be included on the agenda for the Board of Directors meeting at the Annual Conference.

28.0 Board Benefits of Service

The Executive Committee was unable to discuss this agenda item due to time constraints. It will be included on the agenda for the Annual Conference Board of Directors meeting.

29.0 Tip Sheet for Board Liaison Responsibilities

Discussion: Todaro posed question to the Executive Committee asking if document ACRL SE08 Doc.23.0 could be called a "working draft" and be introduced at Annual Conference as such. She pointed out the document should be updated to show committee's relationship and to give a clear idea of what is required of liaisons and what is optional. The Board may not want to distribute this document now as it has not considered the Board's role in working with committees. Todaro asked staff to send a Word version of ACRL SE08 Doc.23.0 to her so that she could ask the Board to review the document before Annual Conference (June 2 was the suggested deadline) and suggest those things they consider mandatory/required versus those that are optional.

30.0 New Business

No new business was discussed.

Meeting adjourned at 4:53pm.