



Association of College and Research Libraries
Board of Directors Meeting I
Midwinter Meeting
Saturday, January 24, 2009
1:30 – 5:00 p.m.
Sheraton Denver Hotel – Columbine Room
Denver

Board I Minutes

Attendees:

Board Members: Erika Linke, Lori Goetsch, Julie Todaro, Theresa Byrd, Locke Morrisey, Janis Bandelin, Mary Carr, Elizabeth Dupuis, Linda Kopecky, John Lehner, Michael LaCroix, Debbie Malone, Karen Williams, and
Ex officio: Mary Ellen Davis

Visitors: Robert Newlen, Roberta Stevens, Becky Albitz, Kelly Janousek, Lisa Hinchliffe, Rhonda Trueman, and Bill Nelson.

Staff: Margot Conahan, Katie Coombes, Kathryn Deiss, David Free, Kara Malenfant, Tory Ondrla, Mary Jane Petrowski, and Irv Rockwood.

1.0 Call to order

Linke opened the meeting at 1:33 p.m.

2.0 Opening remarks

Linke welcomed everyone to the meeting and invited candidates seated in the audience to stand and introduce themselves.

3.0 Adoption of the Agenda

Discussion: To accommodate guest presenters, the CHOICE update from agenda item 13.0 was moved to immediately follow agenda item 10.0, the consent agenda. Byrd added an action item from the Budget and Finance Committee to agenda item 13.0. Todaro noted that she will provide a report regarding ALA President-Elect Camila Alire's Presidential Initiative for agenda item 15.0, new business.

Action: The ACRL Board of Directors adopted the agenda as amended.

4.0 ALA Presidential Candidate -Roberta Stevens

Roberta Stevens, one of the candidates for ALA President, was allowed five minutes to address the Board to articulate her qualifications for office and vision for ALA should she be elected.

5.0 ALA Board of Directors Report -Larry Romans

The Board moved to the next agenda item as Larry Romans was not present to provide his report.

6.0 Reports

President's Report , #1.1

Erika Linke referred the Board to her written report, Document #1.1 and noted that from her perspective the interesting thing about her recent activities has been the variety of media that she has been communicating through: podcasts, online chats, radio interviews, and more. She noted that attendees of the Leadership Council meeting held the previous afternoon reported that they really enjoyed the participatory aspect of the meeting in addition to the assigned seating which forced interaction with other ACRL members they did not

already know. She concluded her report by pointing out that the issues that ACRL is wrestling with are shared throughout the American Library Association.

Vice-President's Report, #1.2

Lori Goetsch noted that she spoke about the shortened 2010 ALA conference schedules at the ACRL Leadership Council meeting and provided a written report, Document #1.2. She reported that the ACRL Budget and Finance Committee meeting she attended included discussion about membership and new revenue streams that will inform her 2010 President's Program planning. She noted that the 2010 Conference Program Planning Committee meeting had interesting discussion including some creative topics and that the group's overall energy will improve all the conference programs. The Research Coordinating Committee meeting discussion was instructive and provided her with a lot of helpful feedback to inform the upcoming "mega issue" discussion regarding committees. In particular, she noted component committees want to be productive and desired more direction. She concluded by noting the high level of enthusiasm among ACRL members at the ALA 2009 Midwinter Meeting.

Past-President's Report, #1.3

Julie Todaro noted that she submitted her written report, Document #1.3, after the document deadline and apologized. She provided an update on the Positioning the 21st Century Library in the Competitive Academy: Why We Can't Wait Task Force's final report. The Task Force members did not reach agreement on a final list of ten recommendations. Todaro reviewed the results and determined that it would not be possible to compile a list of ten that the Task Force could support. Consequently, Todaro will rework the document and noted that it will likely become a larger document than initially anticipated. Therefore she noted that she plans to include the Library and Information Technology Association's Top Ten Trends when they are updated. Todaro reported that she plans to provide the Board with a draft final report after her Spring Break which ends March 22, 2009. The goal is to have the final report for the Board to act on at the 2009 Annual Conference in Chicago, Illinois.

Councilor's Report

Locke Morrisey reported that the other Councilors expressed concern about the volume of ALA Task Force on Electronic Participation recommendations and the complexity of enacting them all at once. At the first Council meeting a member of the Task Force explained that the report was intended to be recommendations to be finalized and implemented as appropriate based on feedback and discussion. Morrisey noted that the entire Council II session is devoted to this topic.

Morrisey reported discussing technological challenges with the Library and Information Technology Association's Councilor and noted that ACRL could potentially partner with them to advance ACRL's technology. Noting that newer members have a lower level of tolerance for frustration and technological problems, he suggested that the Board talk more in depth about this potential collaboration and stressed that the Board needs to address technology issues in the context of member service.

Discussion: ACRL Council of Liaisons Chair Susan Kroll will be attending the Library and Information Technology Association's town hall meeting and the technology support issue may come up in that venue. Board members were encouraged to express their concerns regarding the opening of electronic discussion lists to all members to ACRL's Councilor as there are a variety of opinions. It was noted that governance is a concern as there are implications for equal participation through electronic means when some participants have been elected to specific roles.

To accommodate guest presenter Kent Oliver's schedule, the Board moved to agenda item 7.0 before the Executive Director's report.

7.0 ALA Presidential Candidate- Kent Oliver

Kent Oliver, one of the candidates for ALA President, was allowed five minutes to address the Board to articulate his qualifications for office and vision for ALA should he be elected.

6.0 Reports cont.

Executive Director's Strategic Plan Activities Report, #1.4

Executive Director Mary Ellen Davis referred the Board to the Strategic Plan Activities Report highlighting and adding the following:

- A new Immersion Assessment Program was successfully offered for the first time this year.
- The first RBMS regional workshop was hosted successfully, thanks in large part to the efforts of local RBMS members.
- The ACRL 2009 National Conference has 2,527 registrants which is 85% of budget. The cancellation deadline is February 6, 2009. On February 7, 2009 ACRL will have a better sense of how the economic downturn has affected registrations. All signs are positive for the National Conference and Davis credited the conference's strong brand equity that has been built up over the years.
- CHOICE welcomed a new editor, Anne Doherty. ACRL is delighted to have her on staff as a replacement for Marcus Elmore, the Founding RCL Project Editor, who will continue to work for CHOICE as Project Editor for the Career Resources volume edition of RCL. CHOICE published more than 7,000 reviews last year and is on track to do the same this year.
- A new Scholarly Communication toolkit available on the ACRL website.
- ACRL is negotiating with a provider for the journals digitization project and hopes to have content available by the end of the fiscal year.
- ACRL welcomed another new staff member, Program Officer Katie Coombes, who will primarily support the governance and financial functions of ACRL.
- ACRL's website will be redesigned based on member feedback and plans are on track to implement a new design and information architecture modeled on the ALA design in the Spring of 2009.

Discussion: It was noted that the chance to win an ACRL National Conference registration is being offered at the ACRL booth and the Board wanted to know what would happen if the winner had already registered. Staff assured the Board they would work with the winner to accommodate his/her needs should the winner already have registered and paid.

8.0 Open Microphone

Kelly Janousek, candidate for ACRL President, commented that the only questions that she has been asked about meetings concern virtual access/electronic participation at conference. She stressed that the membership needs virtual access/electronic participation and the ACRL leadership needs to respond. She reported that another issue of concern raised by members was that ACRL e-learning course fees are prohibitive to some members' participation. ACRL was encouraged to explore discounts or other ways to make these services accessible. She concluded by noting that overall, costs are impacting the members' abilities to participate and that in more cases there is only one member running for section chair positions.

Discussion: It was clarified that Janousek's feedback regarding members' meeting needs covered both virtual participation throughout the year to do business as well as attending the conference virtually. Many are interested in ACRL software to do meetings virtually. It was suggested that ACRL create a best practices of virtual meetings in sections to assist members in their virtual work. It was also noted that ALA Connect should fill this need and will hopefully be available soon.

9.0 Fall Executive Committee Meeting Draft Minutes, #2.0

Several editorial corrections were offered for the draft 2008 Fall Executive Committee Meeting minutes, which will be reflected in the final version to be considered for approval at the 2009 Spring Executive Committee Meeting.

10.0 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.

Approval of Annual Conference Meeting Minutes, #3.0

Motion: That the ACRL Board of Directors approve the 2008 Annual Conference Meeting Minutes as presented.

Confirmation of email vote: APA Partnership, #3.1

Motion: That the ACRL Board of Directors confirm its email vote of November 10-17, 2008, that approved ACRL's partnership with the American Planning Association as described in the attached ACRL Board of Directors Action Form dated October 24, 2008.

Approval of 11/20/08 Conference Call Minutes, #3.2

Motion: That the ACRL Board of Directors approve the November 20, 2008, Conference Call Minutes as presented.

Approval of 12/16/08 Conference Call Minutes, #3.3

Motion: That the ACRL Board of Directors approve the December 16, 2008, Conference Call Minutes as presented.

Endorsement of the Code of Best Practices in Fair Use for Media Literacy Education, #3.4

Motion: That the ACRL Board of Directors publicly endorse the Code of Best Practices in Fair Use for Media Literacy Education.

Approval of 12/19 /08Conference Call Minutes, #3.5

Motion: That the ACRL Board of Directors approve the December 19, 2008, Conference Call Minutes as presented.

Confirmation of email vote: PKP Cosponsor, #3.6

Motion: That the ACRL Board of Directors confirm its email vote of December 5-19, 2008, that approved ACRL's co-sponsorship of the Public Knowledge Project Conference as described in the ACRL Board of Directors Action Form dated November 30, 2008.

Dissolution of Information Literacy Advisory Committee, #3.7

Motion: That the ACRL Board of Directors approve the dissolution of the Information Literacy Advisory Committee as its work has been assigned to the newly formed Information Literacy Coordinating Committee.

Dissolution of Institute for Information Literacy Executive Committee, #3.8

Motion: That the ACRL Board of Directors approve the dissolution of the Information Literacy Executive Committee as its work has been assigned to the newly formed component committees of the Information Literacy Coordinating Committee.

Approval of 1/5/09 Conference Call Minutes, #3.9

Motion: That the ACRL Board of Directors approve the January 5, 2009, Conference Call Minutes as presented.

Confirmation of email vote: Standards for Libraries in Higher Education Review Task Force, #4.0, 4.0a

Motion: That the ACRL Board of Directors confirm its email vote of December 30 - January 7, 2009, that approved the creation of the Standards for Libraries in Higher Education Review Task Force as described in the ACRL Board of Directors Action Form dated December 9, 2008, with the modifications detailed in Document #4.0.

Action: The ACRL Board of Directors approved the consent agenda with the removal of the motions related to Documents #3.0 and #3.2.

Discussion: It was noted that the formatting for Document #3.0 includes a comment that needs to be stricken in the final version. Editorial corrections were offered for Document #3.2 and it was clarified that the Board did not task staff to investigate adding an electronic thread to the conference call meetings and that this next step should be removed in the final version of the minutes.

Action: The ACRL Board of Directors approved Document #3.0 the 2008 Annual Conference Meeting Minutes with the comment stricken from the final document.

Action: The ACRL Board of Directors approved Document #3.2 the November 20, 2008, Conference Call Minutes as revised.

13.0 Budget and Finance Committee- CHOICE Building Update #11.3

Following the amended agenda, the Board shifted to the CHOICE building update. Irv Rockwood, Editor and Publisher of CHOICE, began the update noting that although the new building construction is complete, there have been complicating issues with the closing. At this point the issues with the seller have been resolved. There are outstanding issues with the lender who is completing an environmental risk analysis. Until the analysis is completed, the sale cannot close.

On February 17, 2009, the state of Connecticut is expected to indemnify the property which is a brownfield site. Rockwood noted that the recommendation is that the site be accepted that there is a ninety-nine percent acceptance rate for approved sites. This means that the state of Connecticut will provide a financial backstop should environmental issues develop in the future. Rockwood anticipated that would take roughly thirty days from the closing to complete the move. The telecommunication and internet services transition will in large part determine the timing of the move. Davis noted that worst case scenario could include finding a new lender. Rockwood concluded by noting that because it is a commercial property ALA would be required to purchase the property even if the loan fell through, although this is highly unlikely.

11.0 Strategic Mega-Issue Discussion-setting outcomes with committees beginning FY2010, #8.0, #7.0

Linke began the strategic mega issue discussion noting that the outcomes of this discussion should be concrete assignments that are next steps that will move the Board forward in the goal of setting outcomes with committees beginning FY2010. The documents referenced are intended to help frame how the Board wants to approach the committee discussion.

The Board reviewed Document #8.0a which included the list of suggestions from the Board's 2008 Strategic Planning and Orientation Session discussion. Comments included:

- The feasibility of the Board talking to every new chair about their plans for the year and setting expectations was questioned.

- The items that might seem prescriptive are key; specifically, the vice-chairs to ensure continuity.
- The role of the committee chair needs to be clear: are they facilitators or leaders?
- Defining success is critical because it will enable the Board to give feedback to the committees.
- Using the strategic plan as a guide to identify a few short and long term issues for committees to work on and judge their progress against will allow the Board to set clear expectations and therefore advance the strategic plan. It was suggested that ACRL's committees and their accomplishments be mapped to the strategic plan.
- ALA Connect should be a great resource for facilitating members working together.
- The coordinating committees were discussed as an area where the role of the coordinating committee to the component committees as a bureaucratic layer was not intended. The Board may want to clarify this unintended outcome of the coordinating committee structure.
- Some committee charges may need to be modified to better reflect the work of existing committees and the desired outcomes developed.

The Board turned their attention to Doc 8.0e. Key points included:

- By adding outcomes to committees they know where they are going and will need to figure out how to get there.
- Accountability for achieving outcomes needs be considered further.
- It was suggested that the Board invite the division-level committees to set outcomes/goals for the year. It was stressed that it is a joint effort. It is not just from the bottom or the top; it is a collaborative process that identifies common goals and tasks.

The Board discussion shifted to determining how to implement the desired outcomes and goals identified. A half day working meeting to develop the annual work-plan with the committee chairs was suggested. Whether it should be annually or biannually needs to be determined. Sections and task forces could also be included as the discussion will be driven by the ACRL strategic plan. It was suggested that the initial working meeting take place at the 2009 ALA Annual Conference in Chicago and that the New Leader Orientation meeting would be a good fit.

A webinar was suggested to enable chair-elects and other officers to participate. The sections have extensive models for training that could provide a foundation for this effort. This is also an opportunity for leadership development.

Next Step: A working group composed of Malone, Goetsch, Williams, Linke, and Davis will develop specific recommendations for the Board to implement this discussion for the Tuesday Board meeting. The working group was asked to consider:

- Mapping the committee charges to the strategic plan so that the Board has this information as it reviews the strategic plan.
- Reviewing the Instruction Section orientation model.
- How the sustainability objectives added to the strategic plan will be implemented. It was suggested a task force be established to determine the best mechanism.
- Should the Board determine priorities for areas of the strategic plan that don't currently have an existing task force or committee doing work?
- Define what it means to be a Board member liaison to a committee. The Board agreed that the division-level committees should have Board liaisons. What is the most productive strategy for assigning Board liaisons? The Board will need to consider the members' needs to determine the final role of a Board liaison.
- An appointments process that involves appointing vice-chairs to division-level committees to ensure continuity.
- How the Board may best interact with coordinating committees. Assessment of the coordinating committees has taken place, but needs to be analyzed and acted on.

- Setting expectations with committee chairs when they are appointed.

12.0 Positioning the 21st Century Library in the Competitive Academy: Why We Can't Wait Task Force Final Report

As indicated in the Past-President's report under agenda item 6.0, this item was postponed; however, the Board decided to set an earlier deadline of the Spring Executive Committee Meeting as the report will contain timely information applicable to the association's current work.

13.0 Budget and Finance Committee, #11.0, #11.1a, #11.2

ACRL FY08 Financial Annual Report, #11.0

Byrd noted that the FY08 annual report is included as Document #11.0 and appeared in the December, 2008 issue of *C&RL News*.

FY09 1st Quarter Report, #11.1, #11.1a

Byrd reviewed the executive summary. She noted that the 2009 ACRL National Conference had already been discussed. She reviewed the trends noting WebCE was initially thought of as a strong new revenue source but that it has not grown as fast as originally projected. Byrd reported that in the Budget and Finance Committee meeting innovative ideas were discussed to improve members' ability to access professional development, continue to serve members' needs, and generate revenue.

Book sales have increased because ACRL now has a staff position dedicated to collecting content and the topics have been timely. The costs of being a small publisher are large and therefore the project does not generate a significant source of revenue for the association.

FY10 Budget Assumptions Revised, #11.2

The budget assumptions have not changed since they were approved at the Fall Executive Committee Meeting and will be included as a background document for the Board's discussion of preliminary FY2010 budget at the Board II Meeting on Tuesday.

Byrd reported that the chair of the ACRL Friends Fund Disbursement Subcommittee, Jane E. Schillie, came to Budget and Finance committee meeting earlier that morning with a request to award \$8,625 from the Friends Fund for National Conference Scholarships. As this request is above the \$5,000 cap of funds that Budget and Finance Committee can approve, a motion was approved to bring a recommendation to the ACRL Board.

Motion: That the Board approve the Budget and Finance Committee's recommendation to award \$8,625 from the Friends Fund for National Conference Scholarships.

Discussion: It was clarified that the scholarship money would come from the Professional Development sub-fund and that the \$8,625 would provide approximately ten additional scholarships.

Action: The ACRL Board of Directors approved the Budget and Finance Committee's recommendation to award \$8,625 from the Friends Fund for National Conference Scholarships.

14.0 Second Life Final Report (Linke/Trueman) #12.0

Rhonda Truman reported on the Second Life Task Force report. She distributed pictures from the ACRL Second Life site pointing out that the site has been filled with informational objects about ACRL.

The 2009 National Conference will include a Second Life component by inviting people who have already submitted proposals. The Task Force recommends that the Second Life events be open to all not just those who have registered. The Task Force intends to develop a logo, promote ACRL's virtual opportunities in *C&RL*

News, a directory of all academic libraries that are using Second Life, and include CHOICE in the ACRL Second Life site.

In order to continue the work begun by the Task Force, a volunteer job description was developed to manage ACRL in second life for a two year term.

Discussion: The Task Force was commended as a model task force. The Board expressed a strong interest in supporting the Second Life Task Force's work. Concern was expressed regarding a lack of a suggested model for replacing the volunteer after the initial volunteer's term is completed.

Next Step: The Task Force will revise the job description and resubmit it for Board action for the Spring Executive Committee Meeting. The Task Force was asked to consider: will the suggested volunteer position be placed within a permanent existing group or a new interest group? It was suggested that the job description include a link to the ACRL Board.

15.0 New business

Todaro reported on ALA President-Elect Camila A. Aire's Presidential Initiative. Camila has asked that training for frontline library staff as detailed in the ACRL Advocacy Toolkit, "The Power of Personal Persuasion," be expanded to all types of libraries. There are multiple groups that will be preparing and reviewing the training materials to develop all front line staff as advocates for their library. They are working with ALA's Advocacy Office. Todaro concluded her report by noting that she is advocating in favor of including academic libraries in this process and anticipates that good documents will result from this initiative.

The meeting adjourned at 4:53 p.m.



Association of College and Research Libraries
Board of Directors Meeting II
Midwinter Meeting
Tuesday, January 27, 2009
1:30 – 4:30 p.m.
Sheraton Denver Hotel – Columbine Room
Denver

Board II Minutes

Attendees:

Board Members: Erika Linke, Lori, Goetsch, Julie Todaro, Theresa Byrd, Locke Morrissey, Janis Bandelin, Mary Carr, Elizabeth Dupuis, Linda Kopecky, John Lehner, Michael LaCroix, Debbie Malone, Karen Williams, and Ex officio: Mary Ellen Davis.

Visitors: Kelly Janousek, Lisa Hinchliffe, Yoriko Miyabe, Mary Lacy, Emily Sheketoff, Larry Romans, Nancy Bolt, and Jenifer Grady.

Staff: Margot Conahan, Katie Coombes, Kathryn Deiss, David Free, Kara Malenfant, Tory Ondrla, Mary Jane Petrowski, and Irv Rockwood.

16.0 Call to order

President Erika Linke opened the meeting at 1:30 p.m. and asked Board members to consider the limited amount of time for the meeting as they make comments.

17.0 Opening remarks

Linke recognized that several Board members received their documents later than they should have and that this may impact the discussion.

18.0 Adoption of the Agenda

Action: The ACRL Board of Directors adopted the agenda.

19.0 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.

Approval of EBSS Standards Revision #15.0-15.0b REV &15.0c

Motion: That the ACRL Board of Directors approve the final draft document.

Action: The ACRL Board of Directors approved the consent agenda.

20.0 Councilor's Update

Morrissey noted that he provided the Board with an email update before the meeting. This email message indicated that the ACRL Board's consensus was not to support the Gaza resolution detailed in ALA Council Document #37, *Understanding Gaza – One Conference, One Book*. Morrissey noted that there is another resolution related to Gaza to be considered and anticipated that the Board will have the same position.

Morrissey continued his update noting that the ALA Council meeting that morning initially proceeded slowly and as a result the Electronic Participation Task Force's recommendations were only addressed in part. The first

four recommendations were approved in principle. They were only approved in principle because they have major budget implications and must be approved by the ALA Budget Analysis and Review Committee (BARC).

Morrisey reinforced that it is important to review the Electronic Participation Task Force recommendations document in detail. In particular the ACRL Board is concerned about the section that could be interpreted to require open access to all email discussion lists. Morrisey noted a provision that enables groups to not allow open access if it prohibits the group's work. His interpretation is that groups have a free hand to determine if open access would hinder their work. He concluded his report by explaining that the ALA Council hopes to consider the entire recommendations document by the end of the Midwinter Meeting.

21.0 Strategic Mega Issue Discussion: The Value of Libraries: Return on Investment, #7.0

Linke opened the strategic mega issue discussion by referencing ALA's *Advocating in a Tough Economy Toolkit*. The academic libraries section of the toolkit consists of links to ACRL documents and ACRL may add additional content. The goal of this discussion is to determine if ACRL has a role in helping its members articulate the value of academic libraries especially during these challenging economic times.

Linke referred to Document #7.0, *Managing the Funding Gap: How Today's Economic Downturn Is Impacting IT Leaders and Their Organizations*, as an example of a potential product ACRL could develop as an outcome of the strategic mega issue discussion. Information sharing was seen to have potential value to members, but the associated cost and amount of time necessary to develop a white paper were sources of concern. There was support for ACRL generating content for ALA's *Advocating in a Tough Economy Toolkit* as quickly as possible. A page of relevant links would be a potential resource as it is difficult to find valuable information that already exists both on the ALA and ACRL websites as well as in other online locations. It was noted that additional introductory language may be required to contextualize existing documents.

The value of libraries on campus is a particular concern in the current economic crisis, but this is also an area that ACRL would like to focus on long-term as a contribution to the profession. It was also recognized that during these times of across the board budget cuts, it is particularly important to provide support for the value of libraries.

It was suggested that ACRL consider a research agenda related to the return on investment. It was noted that there is a lack of definitive economic data documenting the return on investment in libraries to learning outcomes in higher education. It was suggested that community college librarians would benefit from ACRL's American Association of Community Colleges (AACC) position statements about libraries and information literacy. It was noted that when the message comes from campus presidents and other higher education professionals, as it does in the AACC statements, it adds additional credibility to the message.

Next Step: Todaro and Carr will draft a framing statement to contextualize the AACC position statements for ALA's *Advocating in a Tough Economy Toolkit* by February 3, 2009.

It was clarified that there are two aspects of the value of libraries- return on investment issue: the current budget cuts to higher education which include cuts to library's public relations and marketing budgets and long-term advocacy for the value of the library. The ALA *Advocating in a Tough Economy Toolkit* is intended to be an educational resource that addresses the current budget cuts and offers strategies for the future.

The Board expressed support for including resources to promote the value of libraries at the upcoming ACRL 2009 National Conference in Seattle. Conference Chair Betsy Wilson is reported to be developing a "hot topics" program addressing current economic issues.

Next Step: ACRL staff will communicate to Betsy Wilson, National Conference Chair, the Board's desire that the panel addressing the economic crisis at the ACRL National Conference reference the new materials the Board committed to assemble to advocate the value of libraries.

It was recalled that the Positioning the 21st Century Library in the Competitive Academy: Why We Can't Wait Task Force's final report is currently being completed. The content is very relevant to today's discussion.

Next Step: Todaro will create a grid from the Positioning the 21st Century Library in the Competitive Academy: Why We Can't Wait Task Force's report and requested that Dupuis and Kopecky review the document. Todaro will send the document to Dupuis and Kopecky on February 24, 2009, and the entire Board will be sent the document on February 27, 2009.

The Board was encouraged to look for relevant materials at local institutions and those created in other areas. The existing ALA materials and ALA Washington economic toolkit materials were pointed out as a good starting point. *Change* magazine, *Insider Higher Education*, *The Chronicle of Higher Education*, and EDUCAUSE were suggested as sources for helpful information and the entire Board was tasked with looking for helpful information.

Next Step: The Board agreed to scan *Change* magazine, *Inside Higher Education*, *The Chronicle of Higher Education*, and EDUCAUSE for potential material to add to the ALA toolkit and email suggestions to Todaro for compilation. The deadline for sending Todaro suggestions is February 24, 2009.

The discussion shifted to the long-term contribution ACRL would like to make in advocating for the value of libraries and how ACRL could position the association to conduct an in-depth return on investment analysis. A literature review was suggested to create a knowledge base for the Board to work from to determine the appropriate next steps.

Next Step: Lehner and Williams will conduct a literature review keeping in mind that various data and messages may be needed for different audiences. ACRL staff member Kathryn Diess will assist this effort as appropriate. The deadline for the document is the Spring Executive Committee meeting.

It was suggested that the document be written in a way that could be easily developed into a funding proposal and/or request for project proposals. Determining the target audience and considering what evidence this audience would find compelling was suggested to be a vital part of the process. It was suggested that the objectivity be highlighted as much as possible when addressing academic faculties. The wide range of institutions that are part of ACRL should inform the research as the libraries range from large research institutions to community colleges. It was noted that the ACRL College Libraries Section's electronic discussion list recently included discussion on this topic and may have relevant information to widen the scope of the investigation.

The Board reordered the agenda to accommodate guest presenter Emily Sheketoff's schedule.

23.0 ALA Washington Office Update-Emily Sheketoff

Emily Sheketoff, Executive Director of ALA's Washington Office (WO), provided a brief overview of the economic stimulus legislation currently being debated in Congress and efforts by the WO to work with the new administration. Highlights of her report included:

- The economic stimulus, also called the U.S. Recovery Act, includes specific funding for libraries: six billion dollars for modernization and repair for libraries, research institutions, etc.
- The funds included in the economic stimulus under debate will be distributed by competitive means from the Federal Treasury to state governments.
- ACRL members were encouraged to talk to provosts and develop a plan for use if they were to receive the funds. The funding allocated in the economic stimulus package is a "one-time only" situation.

- Current legislation also includes increased internet access in rural areas: specifically a Broadband connection for everyone. ALA is strongly advocating that the legislation also include greater internet infrastructure for public libraries: specifically fiber to the library.

Sheketoff noted that the upcoming federal budget is expected to be an omnibus budget and the President is expected to release his principles in February 2009 and his budget in May 2009. Of particular interest to ACRL are the expected efforts to address the problem of college savings being wiped out in the economic downturn, the lack of higher education scholarships, and rising tuitions in higher education. The new administration's commitment to increasing the number of students in higher education potentially has secondary, positive implications for libraries in higher education.

Sheketoff concluded her report by noting Carrie Russell, ALA WO Office for Information Technology Policy (OITP) Program Director is the appropriate contact for copyright issues. She thanked ACRL for co-hosting the Google book search meeting and reminded ACRL to consider the May 2009 deadline for developing a public position on the Google book search settlement.

Discussion: Clarification was requested regarding ALA advocacy materials. It was clarified that President Obama's transition team approached the ALA WO. From this inquiry a proposal contributed to by several ACRL Board members, members, and staff was developed to advocate for additional funding for community college libraries to expand services.

The Board noted that the final WO report to the transition team, *Opening the Window to the Larger World: Libraries' Role in Changing America*, was structured by type of library yet did not include a heading for higher education or academic libraries. The eight page report did however include school and public libraries. The ACRL Board stressed that if ALA WO decides to structure advocacy materials by type of library in the future, academic libraries must be included.

It was suggested that guidance be provided by ALA WO to academic libraries about accessing new federal funding. ACRL was encouraged to communicate to membership the importance of communicating with state libraries and building relationships with them.

Next Step: The WO staff will work with ACRL staff member Kara Malenfant to prepare a membership update related to the stimulus package and once the legislation is passed to develop additional materials to help ACRL members access funding.

As Larry Romans was present, the Board invited him to give the report that was originally scheduled as part of the Saturday Board Meeting I Agenda.

5.0 ALA Board of Directors Report-Larry Romans

Larry Romans, ALA Director-at-Large and ACRL liaison, reported on several ALA areas including the budget, website and upcoming membership survey. Highlights of his report include:

- ALA staff has reduced expenditures by \$500,000 for the general fund.
- In the past four recessions ALA has not lost members. This is still true.
- ALA hopes that the loss of revenue from the Midwinter Meeting will only be \$100,000 out of the two million dollars of budgeted revenue.
- The ALA website is not perfect, but it is head and shoulders above from where it was. The website is still under construction and transition.
- ALA will be doing a membership survey in the next six weeks. The last time a comparable survey was conducted was five years ago. Romans invited the Board to promote the survey.

- The Consumer Product Safety Commission wants to include books in the new lead-free certification requirement. This means that all books may have to achieve lead-free certification before children under the age of twelve can access them creating significant challenges for school and public libraries.
- Romans noted that the Library Support Staff Certification Program is advancing a year ahead of schedule and is a bright spot in ALA.

Romans invited the Board to share concerns and ACRL's priorities. Highlights include:

- ALA was encouraged to construct the membership survey in such a way that it can be cross tabbed by divisions and sections.
- The ALA website has multiple problems: appointments database, conference registration, and event planner among others, and although it might be better than it used to be – it is not good enough.
- It was recommended that ALA review the staffing for the website and analyze if the right people are in the proper positions to create a stable, functional website as more money does not seem to be the issue.
- It was noted that the younger generation of ACRL members expect a higher level of information technology capacity for an organization that prides itself on information. When ACRL members leave ACRL they likely are also leaving ALA.

Romans concluded his time by advocating that the ALA website staff member is competent and needs additional support and that some troubles may be the result of contracting out services.

The Board determined that it would take a five minute break.

22.0 Budget and Finance, #14.0, #11.2

FY10 Preliminary Budget

Byrd reviewed Document #14.0 the executive summary of the preliminary FY2010 ACRL budget.

Highlights include:

- FY2010 is a "spend-down" year; ACRL does not recognize revenue until after National Conference.
- \$130,000 in net revenue from the REAL project is included in the preliminary budget. ACRL staff are reworking the business plan for this project, and the budget is expected to change as a result. Updated budget information will be available at the 2009 ALA Annual Conference.
- \$50,000 was budgeted for consultants as well as \$50,000 for special initiatives. Removing these expenses from the budget could reduce the projected deficit if necessary.
- A steep decline in classified ad revenues and a small decline in membership are projected in the preliminary budget.

Byrd concluded her report with the hope that the worst of the current economic crisis is over by ACRL's 2011 National Conference in Philadelphia and noted that the Budget and Finance Committee will continue to discuss new revenue streams.

24.0 Strategic Mega Issue Discussion: Committees (Linke) #8.0, #6.0, #19.0

The Board working group composed of Malone, Goetsch, Williams, Linke, and Davis prepared specific recommendations for next steps on committees as presented in Documents #6.0 and #19.0.

Linke began by reviewing Document #6.0 which is an action item.

Motion: That the ACRL Board of Directors approve expanding the division level committee appointments to include one-year terms of vice-chair, and past chair in addition to the one-year chair term.

Discussion: It was noted that the three years of continuous service resulting from the proposed vice-chair, chair, and past-chair terms is subject to the ACRL Bylaws constraint limiting members to five consecutive years of committee service. As a result, the proposed action may prevent current committee members from being able to

serve in a leadership role after serving as a committee member. It was suggested that the vice-chair term might also constrain members' abilities to serve in various capacities

It was noted that past chairs are often willing to answer questions, but may want to serve elsewhere. An unofficial past-chair status would enable committee chairs to have a solid transition and then be on call after their term of chair service, but not be required to serve on the committee after their term of chair. It was suggested that the role of past-chair currently exists informally and the main purpose is to provide resources. It was agreed upon that the goal of the action is to establish greater continuity in ACRL division level committees.

It was noted that some sections are struggling to find members to serve on committees for a three year term of service. It was suggested that the increasing virtual participation opportunities will hopefully enable members to make long-term commitments. A concern was raised that members are limited to three roles in the organization and that the formal term of past-chair would potentially have a negative impact on the organization.

The role of the committee vice-chair is envisioned to be a collaborator with the chair; the working group envisioned that a document detailing the role of committee chair and vice-chair would be created.

Action: The Board approved expanding the division level committee appointments to include a one-year term of vice-chair in addition to the one-year term of chair.

The Board discussion turned to Document #19.0 and the following next steps were agreed upon:

Next Step: Dupuis, Kopecky, and Morrissey volunteered to map the charges and work of ACRL division-level committees onto the strategic plan by February 20, 2009.

Next Step: Williams and Dupuis will draft content for a committee chair survey inviting committee chairs to identify where their committee work maps to the strategic plan by February 6, 2009.

Next Step: Malone and LaCroix will develop a draft document describing the Board committee liaison role by February 20, 2009.

Next Step: Linke and Goetsch will have a phone discussion with the current chairs of the Ethics, Effective Practices, Intellectual Freedom, Copyright, Statistics, and Advocacy Coordinating Committees to assess each committee's status and determine the best structure to advance committee work by February 6, 2009.

Next Step: Linke and Goetsch will review the charges for the Statistics and Advocacy committee and recommend revisions if appropriate.

Next Step: The Board will assign liaisons to the committees based on a knowledge-based system at a later date. Board members were asked to communicate preferences for specific committees to Linke and Goetsch.

25.0 Update on student engagement, #9.0

The Board expressed appreciation for the Membership Advisory Committee's report. Todaro noted that the committee plans to submit an Action Plan for the ACRL Spring Executive Committee meeting and that the committee has worked very closely with ACRL Associate Director Mary Jane Petrowski on the ACRL 101 program and New Leader Orientation.

26.0 Library Support Staff Certification Update, #13.0, #17.0

Nancy Bolt, Library Support Staff Certification Program (LSSCP) Project Co-Director, and Jenifer Grady, ALA Allied Professional Association (ALA-APA) Director, were present and provided a report on the status of the LSSCP proposal. Highlights include:

- A forum was held at the Midwinter Meeting that was positive and engaging.
- The ACRL Community and Junior College Libraries section passed a resolution supporting the proposal and it is included as Document #17.0.
- The ALA certification manual requires at least one ALA division to approve and sponsor the proposed LSSCP. It was clarified that approval and sponsorship does not imply that the division will provide ongoing financial support. It means rather that the division supports the certification process. Five ALA divisions have approved the competency sets to date.
- The next step is for the ALA Certification Program Committee to approve the proposal. The ALA-APA Board of Directors is the final step in the approval process and the Board indicated its support provided a balanced budget is presented. If approved, the ALA-APA President will appoint a Certification Review Committee to administer the program.
- The LSSCP advisory committee has worked so diligently that they are ahead of schedule. The current timeline targets the July ALA-APA meeting for final approval to be followed by six months of field testing and in January 2010 the first round of applications will be accepted.
- The LSSCP project team will request ACRL's official sponsorship at the Spring Executive Committee Meeting.

Discussion: The Board congratulated the group for being ahead of schedule. The Board asked if the detailed comments regarding the competencies provided at the ACRL Fall Executive Committee Meeting had been included in the document submitted [Document #13.0].

Bolt clarified that the Board's comments at Fall Executive Committee Meeting did not result in revisions to the competencies to date, but instead informed the portfolio development suggestions that are yet to be determined. She also noted that an executive decision was made to wait until after the ALA Midwinter Meeting to release a revised competency set in order to include the feedback from the Midwinter forum.

The Board asked for further clarification about how to interpret the proposed competencies: should they be viewed as aspirational or entry level competencies? Grady noted that for some candidates the basic technological skills would be aspirational and that for individuals who have the competencies there is the portfolio option. The flexibility of the process is intended to accommodate the varied skills among candidates.

The Board suggested that the skill of supervising volunteers and student workers be added to the supervision skills competencies.

The Board requested additional information about the portfolio reviewers. Bolt explained that the reviewers will include division members, faculty at graduate schools, and librarian specialists. A manual will be written and training program will be held at ALA Annual Conferences and Midwinter Meetings. Information about the reviewers including the frequency of their willingness to evaluate portfolios and their ratings will be tracked. Reviewers will be matched to their area of expertise.

The Board asked for clarification of the certification renewal requirement. It was clarified that individuals who achieve certification will not be required to repeat the entire program.

Next Steps: As the time for this agenda item ran out, Dupuis will share additional comments via email. It was noted that LSSCP will submit a request to be on the Spring Executive Committee agenda.

27.0 Update on identifying member content experts, #16.0 & #16.0a

Kopecky reviewed Document #16.0a regarding ACRL's current process for identifying content experts. The current process is to cast a wide net and use existing social networks. This process is not consistent and might not always result in the best person. She noted that ACRL does not maximize the potential of existing content expert groups as regularly as potentially possible.

Kopecky advocated that the best process for regularly tapping into the best possible content experts is to plan ahead and have the relevant demographic data compiled before it is needed. She wondered if ACRL maximizes the data that is routinely gathered, and suggested that ACRL capture members' demographic data during the appointments process for future use.

Kopecky distributed an informal document that compiled information from the *ALA Handbook of Organization* and potential areas of interest as an example of identifying member content experts. A list of criteria for evaluating the potential pool of candidates is included in Document #16.0a. She noted that the informal criteria that are already in use will be formalized in this process. ALA Connect could be the solution to the technological challenge of managing a complicated database. It was also suggested that when content experts are sought, they must be vetted to ensure the ACRL viewpoint is expressed.

It was suggested that the Board take time to review the process described in detail and identify a few areas to focus on in the future.

Next Steps: Kopecky and Goetsch with ACRL Government Relations Committee Chair Jonathan Miller and ACRL staff member Kara Malenfant will identify content experts to potentially serve as ACRL member advocates for the WO materials previously distributed by February 27, 2009, and document the process they undertake. This documentation will inform next steps.

28.0 Update on Diversity Initiatives Discussion Forum, #18.0

Todaro reviewed Document #18.0 keeping in mind short-term next steps. She noted that areas of particular interest among attendees were institutional best practices and mentoring processes related to diversity.

Key recommendations from the discussion forum addressed the need to reach more than just those already committed to diversity. The first recommendation was to create or identify content that highlights people from diverse backgrounds in unique roles within academic librarianship. Todaro noted that there is a list of recommended people with whom ACRL should collaborate. The second recommendation is that ACRL be proactive in sending content about diversity to venues such as emerging leaders programs. In particular it was recommended that a diversity element be added to the ACRL/Harvard Leadership Institute.

Next Step: Todaro will restructure Document #18.0 into short-term, long-term, and easily completed goals by February 27, 2009.

Next Step: Morrisey, Dupuis, and Goetsch will work together to prioritize the goals and next steps identified in the Diversity Initiatives Discussion Forum for the Racial and Ethnic Diversity Committee to carry out and establish a plan for the ongoing Board liaison role before the ACRL National Conference.

Possible Next Step: Once appointed, the Board liaison to the Racial and Ethnic Diversity Committee will communicate next steps identified and support the implementation of these recommendations.

29.0 New business

There was no new business.

The Board adjourned at 4:30 p.m.