

Board Meeting Minutes

Name of Group: New Members Round Table Executive Board

Type of Meeting: Executive Board Meeting, ALA Midwinter

Date Submitted: February 4, 2009

Date and time: Monday, January 26, 2009, 8 a.m. MST

Place: Hyatt Regency Hotel, Denver CO. Capital Ballroom 3

Name of Chairperson: Laurel Bliss, President

Name of Recorder: Maureen Barry, Secretary

Attendees:

Officers: Laurel Bliss, President; Linda Shippert, Networking Director; Courtney L. Young, Vice President and Parliamentarian; Jenny Emanuel, Councilor; Nanette Donohue, Past President; Maureen Barry, Secretary; Dawn Lowe-Wincentsen, Member Services Director; Erin Ellis, Outreach Coordinator; Amy Ferguson, Treasurer; Nancy Snyder –Gibson, Asst. Treasurer

Guests: Deana Groves, Co-chair, Scholarship, Research and Writing Committee; Kent Oliver, Candidate for ALA President; Terri Kirk, ALA Executive Board Liaison; Amy Harmon, Co-chair, Awards Reception (Social) Committee; John Chrastka, ALA Membership Development Director.

Signature of Recorder/Secretary on Official Copy of Minutes: Maureen Barry

Body of report:

I. Call to Order and Introductions

The meeting was called to order by Laurel Bliss on January 26, 2009 at 8:01 AM MST. Before introductions began, Kent Oliver shared with the board some of his campaign platform for ALA Presidential election. Then, each member present introduced herself to the Board.

II. Approval of Minutes.

- a. ALA Annual Conference, June 2008
No corrections were offered. Minutes were approved.
- b. E-Board Meeting, December 2008
No corrections were offered. Minutes were approved.

III. Old Business.

a. Resume Review Service Report

The committee proposes that NMRT consider moving the resume review service to an online service. They plan to beta test through ALA Connect. ALA

members can post resumes electronically, and reviewers can review them online, as well. The service would be moderated by NMRT. Dawn recommends that Laura Kortz chair a committee that will oversee the online resume review service. Without discussion, the Board agreed that Laura will lead the project (which will begin around the end of March/early April) and report progress at ALA annual Executive Board Meeting. Laura requested 3 other committee members to assist her (one she has already confirmed, so she will need two additional committee members). Courtney will work on appointing them.

b. Scholarship, Research and Writing Committee Report

Review amended proposal for S, R & W (attached). Deana proposes an ongoing scholarly portion to be published throughout the year in the electronic *Footnotes*. It is published only in the May print *Footnotes* as of now. Deana mentions one positive of this proposal is that NMRT would save money if they did not print Scholarship and research for new librarians.

Nanette moved to discuss the proposal. The motion was seconded by Dawn. Deana suggests that this change could mean merging the Scholarship, Research and Writing committee with the Footnotes committee. As far as the scholarly portion, the Footnotes committee would only need to load the articles onto the NMRT *Footnotes* web site. Then a subset of the Footnotes committee would handle the scholarly portion of the publication, like soliciting articles, etc.

Nanette suggests that we index the scholarly articles published in *Scholarship and research for new librarians*.

Laurel is concerned that the Footnotes committee hasn't been involved in the discussion of this change to the publication so far. Courtney agreed with both comments: NMRT should make the effort to make the articles more broadly available and Footnotes committee should be consulted about the proposed changes. Deana asked if there is an ISSN number for *Footnotes*. (John Chrastka later found out that the ISSN number is: 10769722). Laura suggested that we partner with other divisions with established publications and Nanette suggests pursuing opportunities to co-publish as well. Guest John Chrastka suggests having a presentation from *American Libraries* staff at annual Executive Board meeting about how to get articles published in *AL*. In addition, he suggested that NMRT members can send him article ideas and he can respond to tell them if he thinks they would be accepted or not.

Dawn moves that we can table the discussion until we can discuss with Footnotes committee. Amy seconded the motion. The motion carried unanimously. The Board decided to discuss the proposal again at the spring E-Board meeting. The Board should include Footnotes asst. editor, the overseeing directors for Footnotes and Scholarship, Research and Writing Committees in that meeting. Deana will send an amended proposal to the Board before the spring e-meeting.

IV. Report from John Chrastka, ALA Membership Development Director.

- a. John asked for feedback about the NMRT table at the Membership Pavilion. Nanette got positive feedback. Better communication for us rather than tucked back in the exhibit hall. John made very positive comments about staffing – he was impressed at how consistently the NMRT table was staffed.

John also heard very positive things about conference orientation. He suggests having a very short orientation in the exhibit hall a couple times throughout the conference to reach even more people. He volunteered to help us facilitate this. Nanette asks if the Annual conference orientation could be scheduled in a larger room – Kim Sanders can help with that (according to John). Laurel commented that the current orientation chair compressed the agenda for shorter presentations, leaving time for questions. These changes to the agenda plus more space will improve the orientation in the future. Feedback from John: orientations before 10 a.m. would be helpful so they do not conflict with 10 programming. 8 a.m. slot should be available for this, according to John.

New ALA members have complained that they do not get a specific invitation to join NMRT. John and Courtney have been working to address this issue. They put together a letter to send to new ALA members. John also help set up a new email nmrt@ala.org. ALA Staff will take care of bounced messages.

NMRT brochure is about 3 years old. John has money to work with a graphic designer to help update/produce an updated brochure. Erin and MPDR will work with John on the brochure redesign.

Alumni JMRT – data available who were JMRT members. Ask JMRT members to join again to support future generations of librarians – help resume review service, 3M grants/social, strictly a membership appeal. Different donation levels - \$5, \$10, \$50. We have to be ready to receive and dedicate the funds. Must identify what the appeal is going to fund specifically (socials, developing workforce, scholarships, etc). John suggests NMRT appoint one person to shepherd this and ALA liaison.

Laura reports there are about 70-100 alumni members. Laura spoke with Carol Kem – a former social chair, willing to donate money. Need to ask Kim what to do with this. Laura suggests opportunity to give online through Paypal or something similar. John commented that we need to find out the red tape involved with taking cash and donations this way.

Amy: 3M gave \$30,000 last year for social.

Erin: Could it be an option to give when you renew your membership. John: no. Nanette suggests that we be careful and don't burn any bridges with 3M. We still need to consider that they may NOT return as sponsors in the future. They are still supporting the scholarship.

V. New business.

a. 2009-2010 Budget.

Amy changed the format. Total anticipated expenditures for 2009-2010: \$16,181.

Budgetary ceiling has dropped considerably. Two big reasons: 1. Membership is down 17% (1758 members). This is our primary source of revenue. 2. Lack of 3M donation – of course this only affects the social. We don't know about next year – line is in budget, but it is at 0. 3M grant is not reflected in budget – goes directly to award winners.

Amy sent e-mail to committee chairs to confirm financial needs. Many committees responded that they don't use any or all of their budgeted monies. Laurel was very pleased that we inquired about budgets. As a result, \$400 was collected for social and Amy was able to update the budget to reflect current needs. Amy needs to submit budget before 2010. One-time purchase of booth has been in budget for the Booth committee. Amy will take it out of the budget, especially since the membership pavilion was a success.

The Board will not need to vote on the budget until the Annual Executive Board Meeting. Contact Amy if you'd like to see most recent expenditures (as of November 2008).

b. 2010 Annual Conference Meeting Schedule.

Starting in 2010, ALA will end conference on Tuesday. Courtney passed around the NMRT skeleton schedule for Annual 2010. The change to annual conference presents scheduling conflicts for councilors, in particular. Kim will want our time slots by February. Courtney outlined her likely proposed changes to the NMRT schedule. The Annual NMRT program is in the 10:30-12 time slot on Saturday. There is discussion of moving this event to an online event, so the board meeting could be moved into that slot. One positive of this is that we can get business done earlier in the conference. Courtney considered using the 4-6 time slot for new board orientation.

Courtney anticipates that the annual program will be online. Nanette asked if we could have new board/new chair orientation online using OPAL? Courtney agreed this would be a good idea. We could include those that cannot attend conferences in person. Dawn is concerned about conflicting board meeting times if we move our meeting to Saturday a.m.

Courtney will probably not schedule an all-committee meeting. Currently, they are scheduled for 1:30-3:30 p.m. on Saturday. Attendance has been extremely low at these the last couple years. Dawn recommended that individual committee chairs schedule their own meetings at conference if they need it.

Nanette suggested that the candidate forum may go to an online format to include those than cannot attend conferences in person.

- c. Slate of NMRT Candidates for 2009 election.
Nanette announced the slate of candidates.
VP: Deana Groves, Alice Daugherty
Leadership Director: Alex Tyle Annen, Amy Harmon
Member Services Director: Emily Love, Bob Wolverton
Secretary: Amanda Ros
Dawn moved to approve. Amy seconded. The motion carried unanimously.
- d. Emerging Leaders task force
Nanette reported that NMRT has a very important stake in this as our round table is often overlooked by the task force. Alex Tyle is this year's NMRT-sponsored Emerging Leader. Four round tables sponsored a leader, one of which was NMRT.

Nanette suggests we put forth a project proposal to the Emerging Leaders Task Force. Proposals are due August 1st. Emerging leaders vote and select project(s) – we need to make sure NMRT submits a very exciting, good, outcome-focused project(s). Nanette suggested we could put forth the resume review service as one option. The more descriptive the project, the better chance it has to be selected. Erin suggested the conference orientation as a project for Emerging Leaders. She asked if there are there other round tables that give orientation with whom we could cooperate. Other suggestions for projects include: something that comes out of alumni relations task force, revamping the NMRT social since 3M is not able to help us fund it this year; membership pavilion. We can discuss other project ideas online, and then the Board can approve it at the Annual Conference Executive Board Meeting. The proposals will be ready to meet the deadline in early August.

Nanette also reported that non-MLS library workers can apply for emerging leaders program.

Nanette needs someone to go in her place to Emerging Leaders Program Subcommittee meeting at annual. 1:30-3:30 on Sunday. Linda Shippert volunteered.

VI. Report from Terri Kirk, ALA Executive Board Liaison.

Terri urged us to call Consumer Product Safety Commission. Contact Tom Moore at 301-504-7902. Request exemption for all school library materials. Or email: tmoore@cpsc.gov

Endowment has suffered 25%. Affects scholarship and awards. The Association will save \$70,000 by doing electronic ballots only for election.

Terri reported about the new web-based advocacy toolkit. It includes: talking points on economic value of libraries, Advocacy U, Add it up: Libraries make a difference (impact of libraries on young adults, teens, children). She also reported

that Latino markets – responded to “I can help you” campaign. She encouraged everyone to take a look.

Tell web committee if you still find broken links on the ALA web site.

Expect the Membership survey in February – members will get an email with a link to the survey. ALA uses data to create Strategic Plan for 2015.

ALA will also conduct survey of U.S. households – how libraries impact them.

Town Hall meeting at Midwinter was great. Town Hall meeting is scheduled for 3:30-5 p.m. Sunday at Annual. Libraries in hard times is the theme.

The Allied Professional Association organization was restructured. Support Staff certification program – 6 competencies (3 required, 3 chosen or elective). Staff take a course or enter a portfolio for certification.

National Library Workers Day is Tuesday, April 14.

Terri will take back Emerging Leaders concerns to ALA Executive Board. We don't need an Emerging Leaders round table - NMRT exists!

VII. New Business, continued

a. Alumni Relations Task Force Report

Laura reported that the task force would like to approach JMRT alumni in two ways: 1. Encourage them to join as alumni members in the form of an email from John (possibly in April); 2. Fundraising. Related to fundraising, if we ask for donations for specific initiatives (social, etc), NMRT needs some way to accept the money – need to consult with Kim Sanders. Someone asked what the status of the Fundraising Coordinator position is. Nanette responded that there was little definition for the position, so there wasn't much action on filling the position. Another Board Member suggested that creating a fundraising coordinator position description could be a project put forth for the Emerging Leaders Task Force. Dawn suggested that we appoint an ad-hoc committee to create fundraising position description. That person could also oversee the Emerging Leaders Project Proposals. Amy will talk to Kim to see how we can get started. Nanette suggests that a few board members form this ad-hoc committee. Amy Ferguson, Nancy Snyder Gibson, Courtney Young and Nanette will form the Ad Hoc Fundraising Committee and develop a position description and talk to Kim and John. Laurel and Courtney decided the deadline for this will be the spring E-Board meeting.

b. Linda Williams was on the agenda, but was unable to attend. Laurel will forward anything she hears from Linda to the Board and invite her to E-Board meeting.

VIII. Adjournment

- a. Nanette moved to adjourn the meeting. Linda seconded the motion.
Laurel adjourned the meeting at 9:50 a.m., MST. The next meeting will be a spring E-Board meeting.

Amended Proposal for Creation of a Scholarly Portion of Footnotes

Scholarship, Writing, and Research Committee January 2009

Rationale for Change in Format

Publication of online-only peer-reviewed journals has been in practice for more than a decade now and is increasingly accepted. For example, the official journal of the American Academic of Pediatrics began an online-only component in 1997. "Initially, the online extension was viewed skeptically by authors and other editors, but initial resistance soon disappeared as authors gained confidence in this approach to publication. Also, tenure committees and other groups apparently looked approvingly upon online publishing, providing additional reassurances to authors on academic tracks." (Anderson 2001)

The authors also noted: "Those who are publishing (or considering publishing) articles online only should pay careful attention to their authors' needs and to their attitudes toward electronic publication." In the case of the membership of the New Members Round Table, it is safe to say attitudes toward electronic publication are positive, due to the younger age of the average member.

Some examples of online-only peer-reviewed publications in other fields:

Comparative Literature and Culture <http://clcwebjournal.lib.purdue.edu/clcwebhistory.html>

A peer-refereed journal published by Purdue University Press on comparative literature and culture. It was begun in 1999, is published online only, and all issues are accessible.

PsyArt

<http://www.clas.ufl.edu/ipasa/journal/index.shtml>

PsyArt is an online, peer-reviewed journal featuring articles using a psychological approach to the arts.

Kairos

<http://english.ttu.edu/Kairos/>

Kairos is a refereed online journal exploring the intersections of rhetoric, technology, and pedagogy.

Online Journal of Issues in Nursing

<http://www.nursingworld.org/MainMenuCategories/ANAMarketplace/ANAPeriodicals/OJIN.aspx>

OJIN: The Online Journal of Issues in Nursing is a peer-reviewed publication that provides a forum for discussion of the issues inherent in current topics of interest to nurses and other health care professionals.

Dermatology Online Journal

<http://dermatology.cdlib.org/>

An open-access, refereed publication intended to meet reference and education needs of the international dermatology community since 1995. Dermatology Online Journal is supported by the Department of Dermatology UC Davis, and by the Northern California Veterans Administration.

Berkeley Electronic Press

<http://www.bepress.com/journals/about.html>

Berkeley Electronic Press first launched its journals in December 2000 in order to solve three problems that plague academic journal publishing: speed, access, and cost. These issues can also be applied to the readership of Footnotes.

An online publication does not require expensive, difficult-to-use software such as Adobe InDesign. It would save NMRT the cost of production charged by ALA Publishing to print and mail the paper issue to the NMRT membership. In addition, the HTML versions of Footnotes, as currently published by ALA online, offer the added benefit of creating a unique URL for each article.

We hereby recommend the format change from printed paper to electronic delivery of the scholarly content of *Footnotes*.

Anderson, Kent, John Sack, Lisa Krauss, Lori O'Keefe. "Publishing Online-Only

Peer-Reviewed Biomedical Literature: Three Years of Citation, Author

Perception, and Usage Experience." University of Michigan, University Library,

<http://dx.doi.org/10.3998/3336451.0006.303>)

Statement of Purpose

MLIS programs do not typically emphasize writing for publication. Therefore, many new librarians entering the field have never been exposed to the publication process and have no idea where to begin. Whether publishing is a job requirement or a choice, the publication process can be intimidating.

To provide straightforward information on the step-by-step process toward scholarly publication and to present opportunities for new librarians to experience scholarly publishing firsthand, we propose that New Members Round Table (NMRT) include 1-3 peer-reviewed articles in each issue of the electronically delivered NMRT newsletter, *Footnotes*. These articles would be of interest to new librarians as well as provide creative, informative, and practical articles of interest to all librarians. The scholarly portion of *Footnotes* would examine issues that are vital to our profession, providing a forum for sharing knowledge and ideas.

The editorial policy and submission guidelines below are written based on the assumption that proposals would be original submissions.

Editorial Policy

The proposed scholarly portion of *Footnotes* would be associated with the American Libraries Association New Members Round Table, thus submissions would be limited to the NMRT membership. Advertising this publishing opportunity will not be limited to NMRT-L, but widely distributed in order to encourage membership in NMRT.

Published articles would be written for and by librarians new to librarianship. MLIS students and those in the field less than six years would be encouraged to submit original work to the editor(s). All submissions must not be previously published or simultaneously being considered for publication elsewhere. Receipt of manuscripts would be acknowledged via email.

Submission Guidelines

The proposed scholarly portion of *Footnotes* would accept unsolicited manuscripts associated with all aspects of librarianship. Articles directly associated with issues concerning those in the early stages of library careers would be particularly welcome.

Manuscripts would be evaluated through a double blind review process. Only electronic submissions would be accepted as Word Document email attachments.

We propose an on-going call for proposals be initiated with the incoming 2009 committee appointments. Once a pool of proposals is established then the peer review process would begin. The goal would be for the first articles to be published in the November 2009 edition of *Footnotes*.

Style

The scholarly portion of *Footnotes* would follow the latest edition of the *Publication Manual of the American Psychological Association*. Articles should be written using active voice and standard United States spelling. Authors should submit well written and precise articles insuring all facts and citations are accurate. Potential authors should check carefully to ensure that spelling and grammar are correct throughout the entire document. All figures, tables, and

illustrations should be correctly cited within the text. Manuscripts presented at conferences should include the conference name and date within the abstract.

Format

Manuscripts would be word processed, 1-inch margin on all sides, double-spaced with pagination and a running title used throughout the document.

- The cover page should contain the title and contact information for all authors (name, affiliation, address, phone number, fax number, and email address).
- An abstract of no more than 150 words may be included.
- Headings and subheadings should be used for readability.
- Acronyms should be spelled out when first used in document.
- Figures, tables, and illustrations should be included in numerical order following the references.

Length

Manuscripts between 1,000 and 3,000 words would be desirable. Exceptions would be made at the discretion of the editor.

References

References should be listed on separate pages immediately following the text. They should be in alphabetical order according to the author(s). The journal would follow guidelines set forth by the most recent edition of *Publication Manual of the American Psychological Association*.

Tables and Figures

Tables, figures, and other illustrations would be submitted on separate sheets of paper and be positioned after the reference section of the manuscript. They should be in numerical order according to when they occur within the article. Clear and concise captions should be included; all works are to be submitted camera ready.

Copyright

A copyright agreement would be sent to each author once a manuscript is accepted for publication.

Proposed Organization/Committee within NMRT

The standing committee most logical to undertake the proposed publication, based on its mission, is the Footnotes Committee. Alternatively, the NMRT Board might form a new ad hoc committee to oversee the pilot project. All committee members serve in the capacity of reviewer and must be available for consultation should an author seek assistance with style or content of an accepted article.

Proposed Committee Roles

- **Peer Review Editor** – Manage the call for proposals, peer review process, and coordinate with the Footnotes Editor to place the final peer reviewed papers online.
- **Peer Review Assistant Editor** – Assist in the management of the peer-reviewed portion of Footnotes.
- **Peer Reviewers** – Number to be determined based on the size of the publication. These may come solely from NMRT. The publication would probably need at least one or two from each specialization (Public Service/Reference; Technical Services, Collection Development, Systems, etc.). Must be published or been involved in a peer review process.

Annual Budget

No budget will be required.

Respectfully submitted,

Deana Groves, Scholarship, Writing, and Research Committee, Chair

Elizabeth Goldman, Scholarship Writing, and Research Committee, Assistant Chair

Document originally submitted as:

Proposal to the New Members Round Table For Creation of a Scholarly Print Journal

Vice Presidential Planning Committee

January 2009