

**MARS Publications Committee  
Midwinter Meeting, Seattle, 2007  
Minutes**

**Scheduled Meetings:**

Saturday, January 20 10:30 am – 12 noon— Orcas Room, Westin Seattle – cancelled.

Sunday, January 21 8:00 am – 10:00 am— in conjunction with MARS All-Committee Meeting—Westin Seattle Grand Ballroom III

**Members present:** Deborah Bezanson, Hui Hua Chua, Shannon Jones, Katherine Ott, Laura Probst, Carolyn Larson, (facilitating)

**Members not attending:** Martin Courtois (Virtual), Linda Lambert (Virtual), Ann Viles (Virtual), Wendi Kaspar (resigning)

**Visitors:** none

**1. Introductions**

Meeting attendees introduced themselves.

**2. Minutes**

The minutes from Annual, June 2006, were approved.

**3. Committee Membership:**

It was announced that Co-Chair, Wendi Kaspar, had asked to resign her position and membership on the committee for personal reasons. Current members were asked to consider assuming the co-chair position. [Shortly after Midwinter, Katherine Ott accepted appointment as Publications co-chair.]

**4. Web Site Revisions**

Virtual members Martin Courtois and Ann Viles, submitted a draft for committee approval of an expanded paragraph about less formal web products for inclusion in the orientation documentation for new committee chairs. Entitled, “Guidelines for MARS Committee Web Pages,” the document is in the form of an easy-to-read chart which shows at a glance suggested materials to include on Committee web pages, the update frequency for each type of content, and contact information for updating the content. Committee members referred the document back to the subcommittee members, suggesting several minor adjustments in wording and format, agreeing to finalize the document by email and forward to the MARS Executive Committee prior to the Annual meeting in June 2007. [Note: the document was approved by the Committee and forwarded to the MARS Executive Committee in April 2007]

**5. Messages from MARS Editor/MARS-L Moderator and MARS Web Coordinator Positions**

Because the terms of both the Web Coordinator and the Messages from MARS/MARS-L Moderator end in 2008, the committee reviewed the search and selection process in order that successors can be appointed and serve the required one year internship before assuming the positions. The committee proposed that,

in accordance with the procedures set out in the MARS handbook, the Search Committees each be composed of the Publications Committee as a whole, along with members of the MARS Executive Committee as determined by that body, in addition to the outgoing incumbents of the Web-Coordinator and Messages from ARS/MARS-L Moderator positions, who serve in an ex-officio capacity on the search committee for their replacements. Official advertisements for the positions will be posted shortly on MARS-L and other listservs such as RUSA-L, LIBREF-L, and Web4Lib-L. Interviews with candidates for each position will take place in June at ALA Annual in Washington, DC.

#### **6. Archiving Mars Web Pages**

Shannon Jones reported on work she and Martin Courtois had done on drafting guidelines for archiving MARS web site pages, including the use of commercial solutions. One possibility may be to use the new ALA Content Management System (CMS). However, because implementation of the CMS has been delayed, the subcommittee has been unable to evaluate its suitability for this purpose. Shannon will also report later to the MARS Executive Committee on the Subcommittee's work.

Respectfully submitted,  
Carolyn Larson