

**ALA LIBRARY SUPPORT STAFF INTERESTS ROUND TABLE
STEERING COMMITTEE MEETING**

**Washington Convention Center, Room 209-C
Washington, D.C.
Monday, June 25, 2007
8:00 a.m. - 12:30 p.m.**

LSSIRT STEERING COMMITTEE MEMBERS PRESENT:

Trish Palluck	Sue Knoche	Nina Manning
Jennifer S. Kutzik	Carol Thomas	Sandy Olson
Valeria Fike	Leslie Monsalve-Jones	

ALA STAFF PRESENT:

Darlena Davis	John Chrastka	Cathleen Bourdon
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I. CALL TO ORDER (Sue Knoche): President Sue Knoche convened the meeting at 8:19 a.m. with the new LSSIRT gavel. Introductions were carried out and the LSSIRT Mission statement was read aloud.

II. SECRETARY'S REPORT (Jennifer S. Kutzik): Draft minutes from the ALA Seattle Midwinter meeting were posted to the LSSIRT web site and distributed in printed form at the meeting. Mary Nation asked for her location to be changed from Mount Auburn to Mount Vernon, Indiana.

ACTION: Nina Manning moved to approve the corrected minutes. Carol Thomas seconded. There was no discussion. Motion carried. The corrected minutes will be re-posted to the LSSIRT web site.

III. TREASURER'S REPORT (Nina E. Manning): Our April 30, 2007 beginning balance was \$15,535.62. Our total revenues equaled \$4509.33 while our total expenses were \$1065.95 plus \$415 ALA overhead. This leaves an ending net asset balance of \$18,564.

ACTION: The Treasurer's report was approved as read.

IV. OLD BUSINESS:

A. Steering Committee Regional Representation Task Force: LSSIRT Past-President Jim Hill, Diane Fay and Kent Slade were charged with investigating regional representation on the LSSIRT Steering Committee. There has been no report from the members.

ACTION: Sandy Olson moved to continue the Steering Committee Regional Representation Task Force and actively seek more committee membership. Trish Palluck seconded. Discussion centered on the problems finding candidates who have funding to travel to two annual conferences a year.

ACTION: Sandy Olson amended her motion to propose deleting the word "regional" from the Task Force name and emphasize increasing Steering Committee Members-at-Large, regardless of where they reside. Trish Palluck seconded the amended motion. There was no discussion on the amended motion. **Motion carried.**

Sue will assume the Chair for this Task Force.

ACTION: Valeria Fike moved to amend the By-Laws to increase the Steering Committee Member-at-Large positions. Leslie Monsalve-Jones seconded. There was no discussion. Motion carried.

B. Election Results: Sue announced that Dorothy Morgan is the new Vice-President/President-Elect; Anita Kosinski and Mary Nation are the new Members-At-Large and Jennifer Kutzik is the new ALA Councilor. Since Jennifer had one year left on her Secretary term, Sue appointed Kareen Turner to a one-year term as Secretary.

C. Officer Handbooks: Sue distributed LSSIRT Officer handbooks and reviewed the content. Each officer is charge with keeping their handbooks current and passing them on to their successors. The Steering Committee thanked Sue for assembling the handbooks.

D. LSSIRT Councilor: The LSSIRT By-laws do not currently include the position of LSSIRT Councilor as a member of the Steering Committee.

ACTION: Sandy Olson moved to make the ALA Councilor a voting member of the Steering Committee for as long as our membership level permits a Councilor position. Valeria Fike seconded. Motion carried.

E. Committees and Charges:

1. Strategic Planning: Members are Trish Palluck, Leslie Monsalve-Jones, Sue Knoche, Valeria Fike and Sandy Olson.
2. Conference Program Planning: VP/President Elect Dorothy Morgan.
3. ALA Education: No representation.
4. ALA Membership: Leslie Monsalve-Jones has been invited to serve as an intern.
5. Sue proposed merging the LSSIRT Marketing committee with the LSSIRT Membership committee. This was agreed upon.
6. The LSSIRT Directory Committee has been dissolved. Jennifer will continue to make updates to the online Directory.
7. COPE-3 Recommendations: Jennifer agreed to update the spreadsheet with recent events. She will share the draft with the LSSIRT Steering Committee.

V. NEW BUSINESS:

A. Committee Reports:

1. Newsletter (Jennifer Kutzik and Kerrie Stramler): Jennifer reported the electronic format is working well. Jennifer asked for any local conference reports as *Library Mosaics* is no longer publishing.

2. Directory of Library Support Staff Organizations: This document remains problematic for updating in a timely manner. Sue recruited 6 representatives who solicited updates from their regions, and some updates have been made. Wording changes were suggested to encourage more self-reporting from states on incorrect information.

ACTION: Jennifer will follow-up on the rewording.

3. Strategic Planning (Jim Hill): A 2007/2008 draft Strategic Planning report was drafted at ALA Midwinter in Seattle in January 2007. Jim will not be continuing on this Committee.

4. Membership (Nina Manning): Nina reported 883 members as of late February. We are still the fastest growing Round Table; the Empowerment Conferences have increased our ALA visibility.

5. **COPE-3 Career Ladders Task Force (Jim Hill):** There was no report and David Dowell, Chair of this ALA Task Force has not convened a meeting.

<<A 15 minute rest break was called. >>

B. Library Support Staff Certification Project (LSSCP) (Sandy Olson and Dorothy Morgan): Sandy and Dorothy reported on the meeting held at ALA Midwinter in Seattle and a follow-on meeting held in Chicago in March. Task Force members are still assembling core competencies for certification in the different areas (public services, technical services, youth services, etc.) There will also be electives.

C. Membership (Nina Manning): Since Nina is also our Treasurer, she has asked to be relieved of her Membership position. Sue has appointed Mary Nation to be the new Membership Chair.

D. Outreach: Kevin Dudeney attended the LSSIRT Night Out and is the list moderator for LATIN: Library Assistants and Technicians International Network. Sue encouraged everyone to join this world-wide listserve.

ACTION: Jennifer will add this link to our LSSIRT web site.

E. Empowerment Conference 2008: Dorothy Morgan, incoming VP/President Elect will submit our program ideas. Topics included Service with Library 2.0, Online Learning Opportunities, Google to the Next Level, Diversity among Support Staff, Academic Library Community Outreach and Support Staff Supervisors.

F. Night Out: Sue said the cost of the event was deliberately priced low, so our profit margin was only 50 cents per attendee. We had 35 attendees. Plans will be made to have an LSSIRT Night Out in Philadelphia and in Anaheim.

G. ALA-APA: Sue reported on the Pay Equity Subcommittee. ALA Council passed a resolution advocating for a \$40K minimum salary for MLS Librarians, but no similar resolution has been introduced for support staff. The number of National Library Workers Day Star nominations doubled from last year.

H. BARC: Jennifer reported that the DC conference had great registration numbers, but overall ALA membership numbers are falling.

I. Steering Committee: Sue presented Certificates of Service to outgoing Steering Committee members Valeria Fike and Carol Thomas. Sue presented gifts of appreciation to the entire Steering Committee. Sandy honored Sue with an award for her service as President. The crystal award was funded by AFSCME Local 1930.

J. ALA Membership (John Chrastka and Cathleen Bourdon): John stated that the ALA support staff membership brochures promote LSSIRT as a roundtable option, but it is unlikely that all support staff joining ALA will also join LSSIRT. Michael Dowling, Head of Chapter Relations, has made overtures to more states about the joint membership project. More news will be released at Midwinter 2008. The Membership Pavilion on the exhibit floor is working well for generating traffic. For Anaheim, the LSSIRT booth will celebrate our 15th year (a.k.a., quinceanera). John is planning to better inform new members and first-time conference attendees by tagging programs Conference 101, Support Staff 101, etc. Sue Knoche presented John with an award from LSSIRT which read: "Presented to John Chrastka in recognition of the outstanding service and commitment in the recruitment of library support staff members into the American Library Association, June 2007."

VI. ADJOURNMENT:

Sue presented the LSSIRT gavel to incoming President Sandy Olson. The meeting was adjourned at 12:08 p.m.

Respectfully submitted,
Jennifer S. Kutzik
LSSIRT Secretary