

ALA LIBRARY SUPPORT STAFF INTERESTS ROUND TABLE STEERING COMMITTEE MEETING

**Morial Convention Center, Room 276
New Orleans, Louisiana
Monday, June 26, 2006
8:00 a.m. - 12:30 p.m.**

LSSIRT STEERING COMMITTEE MEMBERS PRESENT:

Jim Hill	Sue Knoche	Nina Manning
Jennifer S. Kutzik	Carol Thomas	Sandy Olson Jack Fitzpatrick

ALA STAFF PRESENT:

Darlena Davis	Lorelle Swader
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LSSIRT MEMBERS & GUESTS SIGNING THE ATTENDANCE LOG:

Dorothy Morgan	Kerrie Stramler	Leslie Monsalve-Jones
Dave Dowell	Anita Kosinski	Ellen Brewer
Trish Palluck	Nancy Bolt	Valeria Fike

I. CALL TO ORDER (Sue Knoche)

President Sue Knoche convened the meeting at 8:10 a.m.

ACTION: Sandy Olson moved to suspend the published agenda and recognize Nancy Bolt. Jim Hill seconded. There was no discussion. Motion carried. The agenda was suspended.

II. LIBRARY SUPPORT STAFF CERTIFICATION PROJECT (LSSCP) (Nancy Bolt)

Nancy Bolt, former Colorado State Librarian, introduced herself. ALA has been discussing certification for library support staff for over 20 years. An overwhelming majority of the 3,000 certification survey responders supported the concept. ALA and ALA-APA (Allied Professional Association) are moving forward on a national certification program. Nancy has been hired to:

- Seek sponsorship of one or more ALA Divisions for the LSSCP
- Build a consortia of interested ALA Divisions, Round Tables, Committees, and other organizations to form a LSSCP Task Force
- Negotiate a relationship with Western Council of State Libraries to cooperate with them on the LSSCP
- Using Western Council developed competencies as a basis, initiate discussion in the LSSCP Task Force on a final set of competencies
- Develop an implementation model for ALA
- Develop a cost model for ALA

ACTION: Sandy Olson moved to endorse the LSSCP. Carol Thomas seconded. There was no discussion. Motion carried.

Nancy asked Sue as President of LSSIRT to appoint two people to the LSSCP Task Force for a term of two years. The appointees will need funding to attend a meeting in Chicago next spring.

ACTION: Nina Manning moved to financially support the two LSSIRT Certification Task Force appointees to attend the meeting in Chicago in 2007. Carol Thomas seconded.

Discussion ensued. Nina amended her motion to include "...with a minimum of \$500 up to a maximum of \$750 per person. " Motion carried.

Nancy reported the Task Force will work via e-mail prior to ALA Midwinter meetings in Seattle. By June 2007, Nancy plans to complete her report, a feasibility study and be ready to move forward on implementation.

III. APPROVAL OF MEETING MINUTES FROM SAN ANTONIO (Jennifer Kutzik)

ACTION: Jim Hill moved to approve the meeting minutes from San Antonio as posted on the LSSIRT Web site. Sandy Olson seconded. There was no discussion. Motion carried.

IV. TREASURER'S REPORT (Sue Knoche for Meralyn Meadows)

[DOCUMENT: "Financial Report for LSSIRT for 2006.doc" emailed by Meralyn Meadows on 6/21/2006] Discussion ensued on the report. Jennifer asked why LSSIRT was assessed a service charge. The question was tabled until Lorelle Swader's arrival.

V. MEMBERSHIP REPORT (Nina Manning)

Nina reported for the period from November 2005 to April 2006, LSSIRT had 201 new members and 71 dropped members. ALA reports as of May 31, 2006, LSSIRT has 896 members. Nina proposed corresponding with new and dropped members via email, as this would save us postage. She also proposed adding new LSSIRT members to the SSIRTmem email list by default, with an Opt-out for those wishing to Unsubscribe.

ACTION: There was general agreement to both these suggestions.

The proposals were tabled until Lorelle Swader's arrival.

VI. OLD BUSINESS

A. Bylaws: Jim Hill, as Chair of a Bylaws subcommittee to provide for regional representation on the Steering Committee, asked for and received an extension until ALA 2007 Midwinter meeting in Seattle.

B. Newsletter Editor: At the ALA 2006 Midwinter meeting in San Antonio, the Steering Committee approved remuneration for the Newsletter Editor, amount to be determined after surveying other round tables and divisions. However, there is a tax liability for such payment and we'd be setting a precedent that may be difficult to continue in leaner financial times.

ACTION: There was general agreement that no stipends would be given.

C. Reaching Forward South: Sue and Sandy met with representatives from the Reaching Forward South Conference. They presented a program idea for ALA 2007 Annual meeting in Washington, D.C. on organizing state paraprofessional organizations and recruiting members.

D. APA Pay Equity Committee: Diane Fay spoke to filling a vacancy on the APA Pay Equity Committee.

<<Agenda was suspended at 9:40 a.m. for a 20 minute break >>

VII. NEW BUSINESS

A. Programming for ALA 2007 Annual meeting: Discussion ensued concerning program proposals that were previously circulated to the Steering Committee via e-mail.

ACTION: Online training, Google and What's New in Your Library will be proposed.

B. Council Seat: The new Bylaws amendment gives LSSIRT a seat on Council beginning with 2008 Midwinter meeting and running for 3 years. Sue asked for nominees by August 2006.

C. ALA @ your library®, *The Campaign for America's Libraries*: Diane asked for input on this document. Jennifer made several points of inclusive language and libraries as communities.

ACTION: Jennifer's comments will be forwarded to the appropriate ALA staff member.

D. ALA-APA: Sue reported that Jennifer Grady is soliciting content for *Library Worklife*.

E. Committee Reports: Sue requested all Committee Reports be distributed to the Steering Committee at least one month prior to each meeting. This will allow for online discussion prior to the meeting and save time during the meeting.

F. Emerging Leaders Program: Sue led a discussion of Leslie Burger's search for 100 nominees for her Emerging Leaders program (currently limited to those 35 and under with an MLS and 5 years or fewer experience). Discussion ensued concerning the narrow focus.

ACTION: Sue will email Leslie with LSSIRT's responses to this program.

G. Libraries Transform Communities: Sue, Sandy and Jennifer are on a planning Task Force for an ALA Midwinter 2007 pre-conference. They are searching for libraries that transformed themselves and/or their communities and want to tell their story.

H. Career Ladders Task Force: David Dowell, Cuesta College, has been asked to chair a Task Force on Career Ladders, continuing on the recommendations of COPE-3. This Task Force plans to have a report ready for ALA Midwinter at the earliest and ALA Annual 2007 at the latest. David asked for representation on the Task Force from LSSIRT.

ACTION: Jim Hill, as chair of the Strategic Planning Committee, will serve.

I. Financials: Lorelle answered Jennifer's earlier question about a service charge. LSSIRT has a large fund balance and is charged a percentage for management fees.

J. Guest Marilyn Hinshaw: Marilyn Hinshaw joined the meeting and introduced herself. She is our Executive Council liaison to BARC. She asked to be notified of future planning items that involve finances, such as endowments, publications or scholarships. Her contact information is: Marilyn L. Hinshaw, Executive Director, Eastern Oklahoma District Library System (e-mail: mhinshaw@eodls.lik.ok.us)

K. Steering Committee: Sue spoke to current and future openings on the Steering Committee. Linda Porter resigned as Member-At-Large as of June 2006. Sandy was elected as Vice-President/President Elect, but still had one year left on her Member-At-Large term. Carol expressed interest in filling the remainder of her term.

ACTION: The Steering Committee appointed Carol Thomas to serve as Member-At-Large for 2006/2007.

L. Empowerment Conference: Lorelle reported that the "Conference Within A Conference" has been renamed the Empowerment Conference. There were 135 official registrants, but many ALA conference registrants also attended Empowerment sessions. Lorelle praised Kimberly Sanders of ALA HRDR for her Conference Oversight, assisted by Beatrice Calvin and Darlena Davis. A separate subcommittee of the ALA Conference Committee is charged with Empowerment Conference planning. LSSIRT will provide input in the way of programs and opinions. The Empowerment Subcommittee is looking for programming from the Washington, DC, area for the 2007 conference and the Chicago area for 2008. Virginia has an exceptional support staff conference and Illinois has the Reaching Forward conferences. Lorelle asked LSSIRT to contribute four program ideas. Steering Committee members gave Lorelle feedback concerning the 2006 Empowerment Conference.

M. Upcoming meetings: The next Steering Committee meeting will be held on January 20, 2007 in Seattle, Washington from 8 a.m. to 12:30 p.m. During ALA Annual conference in Washington, D.C., the meeting will be held on Monday, June 25, 2007 from 8 a.m. to 12:30 p.m. The LSSIRT Night Out in Washington, DC, is being coordinated with support staff living in the DC area. More information will be forthcoming.

VIII. ADJOURNMENT: Sandy Olson moved to adjourn. Jim Hill seconded. There was no discussion. Motion carried. Meeting was adjourned at 11:50 a.m.

**Respectfully submitted,
Jennifer S. Kutzik, LSSIRT Secretary**