

**AMERICAN LIBRARY ASSOCIATION
SUPPORT STAFF INTERESTS ROUND TABLE
BUSINESS MEETING
Washington Convention Center, Room 16
Washington, D.C.
Jan. 13, 2001**

I. CALL TO ORDER

Dorothy Morgan called the meeting to order at 9:12 a.m. Board members present were:
Dorothy Morgan, President
Martha Parsons, Vice President/President-Elect
Jennifer S. Kutzik, Secretary/Treasurer
Sandy Brooks, Member at Large/Membership Chair
Linda Porter, Member at Large
Jim Hill, Member at Large
David Tulanian, Member at Large
Lorelle Swader, ALA Liaison, ex-officio
Darlena Davis, ALA Liaison, ex-officio

II. RECOGNITION OF STATE REPRESENTATIVES AND GUESTS

Present were: Diane Fay, Tom Abbott, Patty Longenbach, and Alice Toppenberger. Dorothy reported an earlier visit by Jack Fitzpatrick to discuss his participation in the San Francisco discussion group concerning the career ladders.

III. CORRESPONDENCE

Dorothy reported the following correspondence was sent by her as a result of action items from the San Antonio meeting: letters to Kathleen Weibel, John Berry, Meralyn Meadows, Martha Parsons, Walt Nickeson, and Mary Kalnin. Dorothy shared the SSIRT letterhead design and described its official uses. Discussion ensued concerning the location of official correspondence files associated with SSIRT. Lorelle reported the ALA office does have room for a small amount of SSIRT files. The official ALA archives are kept at the University of Illinois at Champaign.

IV. OPEN FORUM

Tom Abbott spoke to publicize Associates and Bachelors degrees in Library & Information Technology available from the University of Maine at Augusta. These degrees are accredited by CCHE. Tom can be contacted by email at: tabbott@maine.edu.

V. AGENDA CHANGES

There were no agenda changes proposed.

VI. CONSENT AGENDA

Approval of July 8, 2000, Annual Business meeting minutes: Jim Hill moved to approve the minutes. Linda Porter seconded. Motion carried.

VII. REPORTS TO THE BOARD

- A. Treasurer's report: Jennifer reported SSIRT ended the fiscal year on Aug. 31, 2000 with a "net expense" of \$118. SSIRT began FY00 with a fund balance of \$3,850 and ended with a fund balance of \$3,731. Diane Fay moved to accept the report. Martha Parsons seconded. Report was accepted.
- B. President's report:
 - 1. Request for Third Congress: Dorothy spoke before the ALA Executive Board on Friday, Jan. 12, to ask for a Third Congress to address support staff issues. The ALA Executive Board acted by charging ALA President Nancy Kranich to form a subcommittee to generate a planning report for presentation at the spring ALA Board meeting.
 - 2. Task Force Reports: Dorothy submitted the Task Force Reports to Bob Doyle, our liaison to ALA Executive Board.
 - 3. Linda Porter moved to accept Dorothy's report. Jim Hill seconded. Report accepted.
- C. Membership: Sandy is receiving updated lists and labels from Darlena Davis (ALA Office). Sandy sends welcome letters to each new member. Darlena will share the digital file of members with Sandy. Sandy will draft a letter for Board approval which will be sent to members choosing not to renew.

BREAK FROM AGENDA: Ken Haycock, candidate for ALA President-Elect, spoke to the SSIRT Board members concerning his platform and experience.

- D. Annual Conference in San Francisco:
 - 1. Career Path Programs: David reported. Katherine Richards and Kathleen Smith will be speaking on "Preparing for that Next Great Career Move." This will be our Sunday afternoon program. The Saturday program ("Libraries Developing Career Pathways: How to Begin, How to Implement, Different Perspectives") will feature a panel of speakers including Kerry Ransel, Alice Poffinberger, Diane Fay and Dolores Payne.
 - 2. An Evening with SSIRT: This event will be held at A. Sabella's Restaurant on Fisherman's Wharf, Sat. June 16 at 7 p.m. Tickets are \$30. The Board expressed appreciation to Darlena for the excellent write-up in American Libraries. Lorelle discussed the process of contracting for this event. An event fee of \$1 per ticket is charged by ALA. It is hoped the low price and prime location will make this a fiscally rewarding event for SSIRT
 - 3. Exhibit Booth: Sandy Brooks and Linda Porter volunteered to set up our display. We have budgeted \$200 for incidental expenses. Sandy and Linda will access the SSIRT membership list for help with staffing.
- E. Newsletter/National Directory Update:
 - 1. Newsletter: Meralyn Meadows report was submitted in absentia. (See Document: "Newsletter Report, January 13, 2001.") Meralyn recommended

Gene Kinnally and Beth Perkins be appointed to serve with her on a Newsletter committee. The Board agreed with this recommendation.

2. National Directory of Paraprofessional Associations Report: Meralyn Meadows report was submitted in absentia. (See Document: "National Directory of Paraprofessional Associations Report, January 13, 2001.) Discussion of this document was tabled.

F. Elections:

1. The Nominating Committee reported the following slate of nominees: Vice President/President Elect: Carolyn Tate; Member-at-Large (2 to be elected): Holly Blosser, Meralyn Meadows, Kathleen Murphy, Beth Perkins and Kent Slade.
2. Ballots will be mailed to ALA members beginning March 5. Deadline for voting is April 27th.

G. Name Change:

1. Article I of the SSIRT Constitution reads: "The name of this organization shall be the Library Support Staff Interests Round Table of the American Library Association, hereinafter referred to as SSIRT." The March ballot will ask for approval from the membership to change the acronym SSIRT to LSSIRT.
2. If the change is approved, changes to our Constitution and By-Laws will be needed, plus new letterhead and changes to our Web pages.

VIII. ITEMS FOR DISCUSSION AND ACTION

Committee Appointments: Jennifer was appointed to BARC (Budget Analysis and Review). Sandy Brooks will attend ALA Membership Committee meetings.

IX. OLD BUSINESS

- A. Web Site: Jennifer and Paulette are serving as Web Mistresses. Lorelle asked that Beatrice Calvin be copied on all new web pages sent to the ALA webmaster.
- B. Membership Trial Project: Dorothy summarized the proposed Membership Trial Project. ALCTS, RUSA, SSIRT and the ALA Membership Committee are partners in this 2 year, targeted recruitment of new members for ALA at a reduced fee. This Project will be presented to the ALA Executive Board on Monday afternoon.

X. BOARD FORUM

- A. Lorelle reported on ALA Fiscal 2002 preparations. Our proposed budget plan is due to Lorelle by Feb. 15.
- B. Lorelle urged SSIRT members to identify issues and important players needed for the Third Congress on Support Staff Interests. SSIRT representation on the Planning Committee was discussed.

XI. ADJOURNMENT

Diane Fay moved to adjourn. Jim Hill seconded. Motion carried. Meeting was adjourned at 12:46 p.m.