

Gay, Lesbian, Bisexual, and Transgendered Round Table
of the American Library Association
2010 Annual Conference, Washington, D.C.

Steering Committee I
Meeting Minutes

26 June, 2010

Note: These minutes will not be formally approved by the GLBTRT Steering Committee until the ALA 2011 Midwinter Meeting.

I. Call to order

Dale McNeill called to order the regular meeting of the GLBTRT Steering Committee of ALA at approximately 8:00 A.M. on June 26, 2010 in Room 108/110 of the Beacon Hotel & Corporate Quarters.

II. Introductions

Tracy Nectoux, GLBTRT Secretary recorded the names of those in attendance. The following were present: John Amundsen; John Andrews; Ellen Bosman; Matt Cizek; Jane Cothron; Norman Eriksen; Miguel Figueroa; Peter Hepburn; Brian Hulsey; Todd Krueger; Lisa Johnston; Dale McNeill; Anne Moore; Chet Mulawka; Dave Munden; K.R. Roberto; Larry Romans; John Sandstrom; Jim Simonis; Sarah Wright.

III. Approval of Agenda

Changes included: Approval for minutes for 2010 Midwinter Steering Committee II was postponed until Steering Committee II. Discussion of the creation of a Standing Resources Committee was postponed until Steering Committee II.

- **Motion Number 1**
- **Motion to approve agenda, with changes**
- **Motion: K.R. Roberto**
- **Second: Ellen Bosman**
- **Passed by Acclamation**

IV. Approval of Minutes from Previous Meetings

Steering Committee I, Minutes, Midwinter Meeting, 2010

Changes included: correct spelling of names; page 10: “a number of job descriptions were eliminated” to read as, “a number of jobs were eliminated”

- **Motion Number 2**
- **Motion to approve minutes, with changes**
- **Motion: Peter Hepburn**
- **Second: K.R. Roberto**
- **Passed by Acclamation**

V. Guest Addresses

a) Communications Officer, OLOS

John Amundsen

John is Communications Officer in Office for Literacy and Outreach Services (OLOS). He will work with us (in particular, the Chair of External Relations) and be of service in ameliorating our communication with ALA, such as assisting us with press releases, OLOS web pages, and COLLAGE.

b) Acting Director of OLOS

Miguel Figueroa

Miguel is the Acting Director of the Office for Literacy and Outreach Services (OLOS). He wants to help as much—or as little—as we want/need him to. Our trademark application for the Stonewall Book Awards Committee is in process. Inclusion of the Stonewall Children and Youth Award is in the Youth Media Award docket. If there is anything we need pushed on ALA's side, he is happy to work on our behalf. Feel free to email him anytime.

VI. Reports of Officers and ALA Executive Board Liaison

c) Co-Chair Report

Dale McNeill

Casual address; asked for questions only.

d) Treasurer Report

GLBTRT Treasurer's Report
Annual Conference, 2010
Washington, DC
Report Prepared, June 4, 2010

The most current financial information we have from ALA is for the period ending April 2010.

At that time, our operating fund balance was \$ 32,695.63. Our revenue for the period July 2009-April 2010 was \$7,689.44. Of this, \$6,782.56 was in membership dues. Last year's Treasurer's report for Annual showed revenue of \$7,065.62 with dues of \$6,067, so we are slightly ahead in both revenue and dues.

Our expenses for the last six months have been \$5,542.47, most of which were costs associated with the meal functions (4,251.18) and \$711 is overhead cost to ALA.

Other expenses include pre-paying for the catering and venue for the Midwinter Social, which was a joint event with the Freedom to Read Foundation. The event's expenses exceeded revenues as follows:

Expenses

Food, wine, and beer totaled	\$2,120
Facility rental	\$ 275*
Author expenses	\$ 80
Total:	<u>\$2,475</u>

*Community Church of Boston subsequently forced to cancel rental

Donations and books sales at the event resulted \$790 in revenue. The difference is around \$1,685. The loss was split between the Foundation and the RT as follows:

FTRF did not reimburse the RT for our caterer payment of \$751

The Foundation paid Harvard for the use of the facility

Therefore, the RT's total offset for the lose is \$751

The RT received a reimbursement of \$275 for the facility cancelation. Rather than counting it as revenue, ALA put the money back into fund 13, account #5300.

In submitting a budget for next year, we have generally just continued with allocating amounts based on the previous year. Here are the current expense accounts and allocations:

5016	PROFESSIONAL MEMBERSHIPS	200
5122	BANK S/C	0
5300	FACILITIES RENT	0
5301	CONFERENCE EQUIPMENT RENT	400
5302	MEAL FUNCTIONS	8500
5303	EXHIBITS	600
5304	SPEAKER/GUEST EXPENSE	750
5305	SPEAKER/GUEST HONORARIUM	1000
5306	AWARDS	2000
5309	AUDIO/VISUAL EQUIPMENT RENTAL & LABOR	0
5350	PROGRAM ALLOCATION	650
5402	PRINTING-OUTSIDE	900
5410	MAIL SERVICE-OUTSIDE	100
5500	SUPPLIES/OPERATING	25

5523	POSTAGE/E-MAIL	850
5599	MISC EXPENSE	350
5901	IUT/CPU	50
5902	IUT/DATA PROC	50
5909	IUT/DIST CTR	75
5910	IUT/REPRO CTR	50

I'd like to increase the amount in account # 5306 (Awards) to \$3,000 to account for the new award. If there are suggestions for other allocations, please let me know or mention them at Steering Committee.

The news on the endowment has improved. At Midwinter, the value based on the November 2009 report was \$84,076.81. By April 2010, the value was \$90,382.67. This represents a 9% increase. For the period August 2009 – April 2010 we have received donations of \$2,354.00.

To support three book awards, we need a fund balance of \$150,000. We need to work on ways to achieve this goal and to ensure that our membership levels stay steady or increase

Please let me know if you have any questions.

Respectfully Submitted,
Ellen Bosman

e) **Secretary Report**

Tracy Nectoux

Tracy will be stepping down as Secretary, and is working with incoming Secretary, Jason Phillips, to ensure a smooth transition.

f) **ALA Executive Board Liaison**

Larry Romans

- Spectrum has launched a presidential initiative to raise one million dollars in order to double the number of scholars who are people of color. Corporations won't match our donations if not enough members participate, however.
- The ALA Virtual Conference is July 7–8.
- If you would like to donate to Haiti library reconstruction, you can text ALAHAITI20222. This is a \$10, one time, tax deductible donation.

VII. Reports of Committee Chairs

g) **External Relations Committee Report**

Peter Hepburn

External Relations Committee
June 21, 2010

Committee members Jesse Nachem, Naomi Gold, and Scott Sandberg have been working on three toolkits: PFLAG, GLSEN, and social services for GLBTQ youth. The first two toolkits are close to complete, and should go live this summer. Members Brian Hulsey, Jason Phillips, and Peter Hepburn contributed to the toolkits.

Committee members Anne Moore, Todd Krueger worked on the ad hoc anniversary celebration committee for the RT 40th anniversary. Krueger and Peter Hepburn worked with Membership Promotion and the ad hoc anniversary celebration committee to write press releases for the 40th anniversary and celebration.

Committee members Peter Hepburn and David Gray unsuccessfully sought a partnership between the Round Table and Alyson Books regarding National GLBT Literature Month.

As of the end of Annual, Brian Hulsey will take on chairing the Committee.

The Committee proposes no agenda items at this time. The Committee looks ahead to redefining its role with an eye to outreach. The Committee also suggests that the mechanism for publicizing RT events should not involve the extra layer of the External Relations Committee but should lie in the cooperation of other committees with relevant ALA staff. To this end, the Committee will welcome the outcome of any related discussion at Annual.

Peter Hepburn,
External Relations Committee Chair

h) Fund Raising Committee Report

Vacant

Committee Chair Vacant. Committee Inactive.

[*Visit the Committees page for a description of the committee*](#)

[*Email the Co-Chairs for more information*](#)

[*Volunteer using the Volunteer web form*](#)

i) Membership Promotion Committee Report

Matt Cizek

June 23, 2010

After the bylaws restructuring at Annual 2009 in Chicago, the Membership Committee was renamed the Membership Promotion Committee and additional responsibilities were added to the committee including soliciting members to run for elected offices in the round table and promotion and communication between the round table and ALA members.

Membership Promotion solicited nominations for offices this winter for the Spring 2010 ballot. Here were the nominees and winners of the election:

Co-Chair:	Anne Moore (winner)	
Secretary:	Jason Phillips (winner)	Liz Miller
ALA Councilor:	Peter Hepburn (winner)	John Sandstrom

Membership Promotion worked with David Vess and the Web Committee to create an online form for members to indicate interest in serving on committees. This is now used by the Co-chairs and Committee Chairs to gauge interest and appoint members to committees starting in April 2010.

Membership in the round table continues to hold steady. Membership figures were not available before the conference, and will be made available as soon as they are provided to Membership Promotion.

Membership Promotion coordinated with the 40th Anniversary Planning Ad-hoc Committee to plan a “pre-social” event in the Membership Pavilion and will set-up and tear down the round table kiosk in the Pavilion.

Membership Promotion is seeking new members, and I report that this will be my last conference as chair of the Membership Promotion Committee. We will be seeking a replacement as soon as possible, and I look forward to a smooth transition to new leadership in this position.

Matthew P. Ciszek
Membership Promotion Committee Chair

j) Newsletter Committee Report

Sarah Wright

2010 Annual Report of the Newsletter Committee

I took over as editor after annual 2009 following John Bradford’s tenure. Tracy Nectoux continues as book review editor. We have been expanding reviews to include film and young adult titles. Four issues were produced this year. The results of the newsletter survey were published. David Vess also created links to the survey on the GLBTRT website. David continues to support the newsletter committee by converting publisher files to PDF and posting them on the website.

After contacting members of the committee by e-mail, we decided to remove those members listed on the GLBTRT website due to inactivity, but continuing to list review editors. Following annual I hope to reach out to members who have filled out volunteer surveys indicating their desire to join this committee. We continue to print submissions of articles by members and friends, as well as interested library science students. Article submissions from GLBTRT committee chairs and officers, to keep the membership informed and engaged, are always welcome.

I printed 150 copies of the summer 2010 issue and will make them available at the kiosk, in the GLBTRT distribution box, and at the Social. The winter issue was not available in print due to last minute health issues.

Tracy Nectoux and David have been posting reviews and selected articles to the GLBTRT blog.

Tracy Nectoux has a number of reviewers but is also looking for additional folks willing to critique books, films, audiobooks, and music. I am hoping to do a themed issue for the fall in response to the newsletter survey.

Sarah E. Wright
Newsletter Editor

k) Program Planning Committee Report

K.R. Roberto

All of our programs for 2010 Annual are ready. Jewelle Gomez has agreed to participate on a panel in 2011, but a topic has not yet been decided. The Program Planning Committee is also planning on creating some LGBTQ library exhibits. If anyone has ideas for future programs, please feel free to contact K.R. Roberto.

GLBTRT Program Planning Committee Report
June 23, 2010

2010 Programs

We are having two programs this year. On Sunday, June 27, from 1:30-3:30, there's The Rainbow Hollinger Box. Confirmed speakers are Rebecka Sheffield from the Canadian Lesbian & Gay Archives, Steven G. Fullwood from the Black Gay & Lesbian Archive, and Philip Clark from the Rainbow History Project in DC, with Shawn Vaillancourt (committee member) as moderator. Our second program is cosponsored with YALSA on Monday, June 28, from 4:00-5:30, entitled Queer Teens: LGBTQ Young Adult Novels; confirmed speakers are Steve Berman, Lisa Jahn-Clough, and Julie Anne Peters, with Pamela Ehrenberg (a DC-area author) as moderator. Committee member Janet Tom worked with David Vess to write press releases. We are very excited about these programs, and hope that they are well-attended.

2011 Program Planning

We're discussing programs for next year's Annual. The most exciting piece of news is that Jewelle Gomez has tentatively agreed to be one of our speakers; however, we haven't yet decided what this program will entail. The Committee is discussing several other program ideas, including LGBTQ library exhibits, the long-recommended program about Sweet Tea: Black Gay Men of the South, and possibly a program involving LGBTQ library history.

Respectfully submitted,
K.R. Roberto, Program Planning Committee Chair

I) Rainbow Project Committee Report

John Andrews

Rainbow Project Committee Report – June 23, 2010
John Andrews, Rainbow Project Chair 2010-2011

The Rainbow Project committee members are actively involved in reading and nominating titles for the 2011 Rainbow Project Bibliography. Nominations, with bibliographic information, will be posted monthly to the RP blog at rainbowlist.wordpress.com.

The Rainbow Project Breakfast is scheduled for 8-10 am on Sunday, July 27. The event will feature the authors Lesléa Newman, Ellen Hopkins, and Marcus Ewert. Tricycle Press, Margaret K. McElderry, and Seven Stories Press have generously supported these authors' journeys to Washington, DC to participate in the breakfast. One attendee will win a complete collection of titles from the 2010 bibliography.

RP Members are working to create printable bookmarks featuring titles from the RP bibliography to be available online as a resource for libraries, schools, bookstores, and other interested parties. General Rainbow Project bookmarks will be available at the Breakfast and at the Membership Pavilion.

The Rainbow Project has no items for consideration at 2010 Annual Conference meetings of the Steering Committee. Lynn Evarts will assume Chair responsibilities following the 2011 Midwinter Meeting.

m) Stonewall Book Awards Committee Report

James Simonis

I don't have a report for the Books Awards Committee except the email I sent out previously announcing the lineup of authors for the Book Awards Brunch. I've also attached to this email the original list of all the winners and honor books for this year's award. The 2010/2011 BAC is busy reviewing books for the 2011 awards.

Jim Simonis
2009/2010 Chair
Book Awards Committee

[Note: Winner and Honor Books are listed on the GLTBRT website at:
<<http://www.ala.org/ala/mgrps/rts/glbtrt/stonewall/honored/index.cfm>>]

----- Forwarded message -----

From: "James Simonis" simonis@lemoyne.edu
To: <glbtrt-l@ala.org>, GAY-LIBN@usc.edu
Date: Fri, 18 Jun 2010 14:17:20 -0400
Subject: [glbtrt-l] Stonewall Book Awards Brunch at ALA

A reminder that the GLBTRT's Stonewall Book Awards Brunch will be on Monday, June 28, 10:30 am, in the Convention Center, Room 207A. This is the 39th anniversary of the Stonewall Book Awards. For the first time we will be presenting an award for Children's and Young Adult Literature. That award will go to Nick Burd for his young adult novel "The Vast Fields of Ordinary", published by the Penguin Group. Authors of two honor books for that award will also be recognized at this event. They are Marcus Ewert, who wrote "10,000 Dresses", published by Seven Stories Press, and Linas Alsenas, who wrote "Gay America: Struggle for Equality", published by Amulet Books.

The Barbara Gittings Literature Award will go to David Francis for his novel "Stray Dog Winter", published by MacAdam/Cage. The author of the honor book "God Says No", James Hannaham, will also be recognized. His book was published by McSweeney's Publishing.

The Israel Fishman Non-Fiction Award will go to Nathaniel Frank for his work "Unfriendly Fire: How the Gay Ban Undermines the Military and Weakens America", published by St. Martin's Press. Honor author Stewart Weisberg will also be recognized for his book "Barney Frank: The Story of America's Only Left-Handed, Gay, Jewish Congressman, published by the University of Massachusetts Press.

The award presentations will be preceded by a talk by Barbara Jones, Director of ALA's Office for Intellectual Freedom and the Executive Director of the Freedom to Read Foundation. She will address the importance our new award for Children's and Young Adult Literature and how it supports intellectual freedom.

This is a ticketed event (\$50). Some tickets are still available and can be ordered by calling ALA's customer service at 800-974-3084

Jim Simonis
2009/2010 Chair
Stonewall Book Awards Committee

n) **Stonewall Book Awards Celebration Comm.**

Vacant

*Committee Chair Vacant. Committee Inactive
The former Chair, John Furlong stepped down as of December 18, 2009.*

[Visit the Committees page for a description of the committee](#)
[Email the Co-Chairs for more information](#)
[Volunteer using the Volunteer web form](#)

James Simonis did report on the activities around the Award Celebration:

John Amundsen, Anne Moore, and Dale McNeill volunteered to photograph the Stonewall Book Award events.

We have an abundance of authors attending the Stonewall Book Award Brunch: four honor authors, as well as the winners. John Amundsen will increase public awareness of this event, and the BAC Chairs will schedule a meeting with him soon.

James Simonis, Stonewall Book Awards Committee Chair

o) **Website Committee Report**

David S. Vess

Draft - Branding Requirements for GLBTRT Web Presence

These principles will be applied to all the RT's web presence whenever possible:

- Arrangement, spacing, etc. of identifying text discussed further below can be variable on banners and profiles;
- Text at the top (above the fold - no scrolling required) makes it clear that project X / page X is within the GLBTRT which is within ALA;
- Typeface used on page/site is the same throughout (can be variable across different pages, there is no 'RT type face');
- Text color should be the same throughout a particular site (can be variable across different pages, there is no 'RT text color');
- Abbreviations GLBTRT and ALA should be used above the fold - no scrolling required;
- Long forms of GLBTRT and ALA should be used above the fold - no scrolling required;
 - When possible, the text GLBTRT and ALA (long and short forms) will be links to the main pages of the organizations;
 - If not possible, there must be clear links to the GLBTRT site and ALA site (above the fold - no scrolling required);

- The typeface for GLBTRT and ALA in long and short forms should be smaller (in point size) than the name of the resource/project/page name;
- Use of GLBTRT logo or ALA logos not necessary. If used, they must, when possible, link to the organization's home page;
- Use a consistent avatar (profile picture) of the GLBTRT Logo will be used on all sites.

The text on the Over the Rainbow Project (OTR) blog banner is a good, example of the above - [just the text is what I'm concentrating on here as an example, not the image, etc - <http://alaovertherainbow.wordpress.com/>] – I still need to embed links in the banner.

The above Branding Requirements for GLBTRT Web Presence is only a part of the larger document, Draft Guidelines for Social Networking the Committee which the committee has been developing since last Fall. Visit the ALA Connect page: < <http://connect.ala.org/node/89069>> These guidelines contain information about Maintenance of GLBTRT Web Presence, Content Contribution Guidelines, and 'Friend-ing' Guidelines.

Blogs

To further bind all the threads of our web presence together, we're working with Jenny Levine to transfer our existing glbtrt blog (if and ONLY if all entries can be migrated) into their new blog hosting system (a Wordpress-hosted service) as well as setting up a new blog for the Over the Rainbow Project (OTR) in that same ala-owned-operated space. The OTR blog will roll out after annual.

Reasoning for rolling our existing blogs and new ones (going forward) to be in this service:

- Someone at ALA will always have access to these sites/accounts so we will not lose access in cases where one person happens to be the only admin and they drop out of contact;
- ALA is paying for this service already;
- There support service at ALA and Wordpress;
- Having our blogs in a real ala domain will help search engines send our blog entries up in search results;
- URLs will just be nicer because they will be uniform.
- glbtrt.ala.org/ort
- glbtrt.ala.org/overtherainbow OR glbtrt.ala.org/OTR

Contacts Page Updates

As always, monitor our Contacts page and contact us with updates. Note the following Connect page is where we keep updates to be made to the site (as well as updates to be made the day after Annual). Go here and scroll down to the heading "Website Updates for AFTER Annual 2010" to see if your items are already here. < <http://connect.ala.org/node/98469> > If not, email them email glbtrt@gmail.com.

History Page

In the coming year we will add a "History" item on the top-level menu item of the GLBTRT webpage. The History page will showcase RT History with digitized ephemera and perhaps personal narratives of members, even old committee rosters.

More about this project will be developed in the coming months. Please contact us if you have historic GLBTRT materials or stories to share. We're open to recording oral histories. Historic materials will be scanned and shared on the GLBTRT website and either returned to the owner or sent on to the ALA Archives at the University of Illinois at Urbana-Champaign

- Anniversary Programs
- Printed book lists (handouts)
- GLBTRT publications

Newsletter Project

We're still working on gathering copies of newsletters to be scanned and placed on the website. Currently, we have almost a complete run back to 1988 posted on the website. Over the last 6 months copies of back-issues have trickled in from membership. As copies come in, they are being scanned and thoroughly processed with image quality, accessibility and size considerations in mind. After exhausting leads with members' person collections, we have compiled and verified a list of all libraries listed in WorldCat which hold Newsletters. We will be contacting or visiting two schools which have near-complete runs of the newsletters. By August, Sara will take the collection we have been able to gather a that date and develop her index which will be completed by late December.

Social Networking

Integration

Our social networking presence is continuing to flourish. As we have added accounts to different social networking sites the need to streamline account maintenance by a single person became critical. Hootsuite allows us to instantly share or schedule updates to our Facebook Page, Twitter and MySpace accounts at one time, in one place. Additionally, Hootsuite has been configured to send an update to our Facebook Page, Twitter and MySpace automatically when any of our blogs have a new post. (Hootsuite monitors the RSS feeds of all the blogs.) Hootsuite also allows for multiple accounts and project/task assignments.

Future

Long term, the goal is to combine all RSS feeds of all our blogs and social networking pages have updates (no duplicates) appear dynamically in one feed on the GLBTRT's home page.

New Accounts

Explore how our new accounts might be useful to the GLBTRT. Getting the accounts in social networking sites – even accounts we don't use - prevents squatters, well-meaning

or otherwise from launching an account in our organization's name. New accounts are on Digg; LibraryThing and LinkedIn.

New Accounts: LibraryThing

The initial goal is to add all Stonewall winners first to the 'collection' and then add all the titles in Rainbow Project and OTR as well as Reviews. The Initial time investment is large but will even out to a low time investment as additions will be added on a scheduled basis as the Awards are given and as our list projects issue more book lists and reviews are published. We will have a maintenance cycle that follows the publishing of:

- new Stonewall Award winners and honor books
- new books added to Rainbow Project and Over the Rainbow lists
- new books are reviewed

Reasoning for GLBTRT's LibraryThing presence:

- promote LGBTQ titles in LibraryThing
- Promote the GLBTRT's Stonewall Book Award books, List books and Reviewed books through using consistent tags to identify books by award, list and review tags in LT
- contribute relevant tags to any lgbtq books on LibraryThing

For more information see the GLBTRT Website Committee's workspace devoted to LibraryThing: <http://connect.ala.org/node/100505>

Profile: <http://www.librarything.com/profile/GLBTRT>

Facebook Migration & Consolidation

On May 14th we sent out a message to the members of our Facebook Group and Facebook Page announcing we will soon be closing down the Facebook Group and adopting the Facebook Page as our official FB presence. In the spring we closed down another GLBTRT FB group.

For those of you who are members of both groups, you have been getting duplicate event notifications. We decided to place RT events in both accounts for Annual until we can transition to using the FB Page and delete the FB Group.

Text from the message we sent is below. *Note that similar notifications will be sent, one every two weeks for one month beginning in September to Group members:*

Join our Facebook Page. The Group page will be phased out and shut down sometime after Annual in favor of the FB Page (using a group template). I will be sending out notices about this when we have a schedule so we don't lose you 400+ FAB folks who joined our Group. ;)

<http://www.facebook.com/1/042b9;bit.ly/cAmkmQ>

Advantages of a "page" over a "group":

- We need one presence on FB so members of both the Page and Group don't get hit with the same messages and event requests;
- Maintaining one page and adding events will be simpler;
- We can link to other pages as "favorites" & be linked as a "favorite" (other ala Pages, and lgbt groups);
- You can add applications to your page such as RSS feeds, Flickr accounts, Twitter, etc.
- You can gather (anonymous) demographic information about the users who visit your page;
- you receive weekly updates about your page, number of visits, number of clicks, etc. You can advertise your page on Facebook;
- You will still have the same functionality to create discussion threads, upload photos, and create events as the FB Group;
- When you create events you can specify which regions you want it advertised to (For example, if you have an event in NYC you can send out an update to only users that are in that region);
- You have much more freedom to provide information about your organization (a page will have a tabbed format instead of being limited to a single page as is true with a group)
- If you want to upload videos you can simply add the YouTube application instead of having to upload them to Facebook itself (this way you can link to videos on YouTube that you don't have rights to);
- the link is really short! <<http://www.facebook.com/l/042b9;bit.ly/cAmkmQ>>

Meeting Documents (current and past)

The Website Committee is making an effort to have current meeting agendas and minutes posted on the website in a timely manner. These minutes and agendas are well-structured documents processed with rich metadata and structure to make them very accessible as well as easy to read. These templates are located on the Events & Meetings page.

Working with the Secretary, we have developed an agenda and minute templates with many automated features (auto numbering and spacing) to make dealing with the formatting of these documents easier. The structure of these documents is based off of models from formats in Alice Sturgis' The Standard Code of Parliamentary Procedure, 4th Edition, as well as Robert's Rules of Order.

Past minutes and agendas are also being collected and placed on the website. We will soon send out a call to members to check their files for Newsletters and meeting minutes/agendas.

Currently we have all our 2010 documents posted; 2009 Annual Steering Committee I & II minutes and agendas; all of 2007 except for agendas for Annual; 2000 Steering

Committee I & II Annual. Soon to be processed and posted is SCII from 1999 Midwinter Meeting.

If you have agendas and minutes we are missing on the above page, please email us at glbtrt@gmail.com.

Current and Past Minutes/Agendas:

<<http://www.ala.org/ala/mgrps/rts/glbtrt/events/index.cfm>>

Minutes/Agenda Processing Workflow: <<http://connect.ala.org/node/106540>>

WorldCat Links Project

Currently, we are exploring how to make book lists more dynamic. As a pilot, we are making all the titles in the Stonewall Book Award Book list link to WorldCat records. These links (point to carefully chosen records) allow the user to see a particular title in the libraries (who participate in WorldCat) near them as well as provide links to purchase the books if they desire from several vendors. While this is not a perfect solution, it does get people closer to finding a book they might be interested in. We have plans to have all books in all our book lists and reviews (past and current) have links to these records. Old lists without links are also being maintained in case the project is deemed useful.

Committee Roster

Karyn Choi 2010-2012

Amy Hribar, 2009-2011

Kenneth M. Kozel, 2010-2012

Sara Marcus, 2009-2011

David S. Vess, 2009-2011

Agenda Items

If the conversation that started on the Steering Committee email list about consistent look of blogs develops in the meeting, I would refer members to two items on this report:

- Draft - Branding Requirements for GLBTRT Web Presence
- Blogs

Respectfully Submitted,
David S. Vess
Chair, GLBTRT Website Committee

VIII. New Business

p) Bylaws Changes

The Bylaw & Procedure Manual Ad Hoc Committee tried to remove all procedural language from the bylaws. A procedures manual will be created, and the language will go there. We now need our membership to vote on the removal, and Peter Hepburn will bring these changes to the membership meeting. He will be putting this forward as one block vote.

The committee is also moving forward with additional changes. Two members of the committee have done an environmental scan and have submitted a report for future changes.

q) **Does our Councilor have a vote on the Steering Committee?**

Generally the councilor has had a voice in discussion, but has not voted. This is not specifically stated in the bylaws, however. We feel that the councilor is elected, and therefore, should have a vote. This would be a simple change in the bylaws, and the Bylaw & Procedure Manual Committee will make this change.

r) **Budgeting and fundraising**

We have a budget, and we've never spent all the money we've collected in revenue. This is something we should work out as a process, especially when it comes to BAC (such as travel expenses for the award winners) and our Program Planning Chair. We expect that the endowment will eventually pay for the BAC expenses.

We do have placeholders, but typically very little is allocated for them. We should increase the amounts. It's possible to go back five years, study the historical record of expenses, and use that to state what should be allocated to what. Ellen Bosman is willing to propose a budget, based on historical precedence, and present it by midwinter.

s) **Publicity**

It is crucially important that once our BAC winners are chosen at Midwinter, that we get the information to *Cognotes*. In the past, the duties for press releases were split between BAC and External Relations, and this sometimes caused confusion. Splitting duties seems to be an unnecessary extra layer. The committees know their own events better than anyone, so perhaps they should write their own press releases.

John Amundsen suggested that we send all press releases to him, so that he can work with ALA to make sure they get submitted timely and correctly. Part of his role is to help facilitate getting our information publicized. He and Jim Simonis will have a meeting following the Stonewall Book Award brunch. This will hopefully be the first of many conversations.

The possibility of centralizing all things through one Communications Committee (which would contain one member from all other committees) was discussed. This would give John Amundsen one person with whom to communicate, keep things more organized, and cover all the bases. It would also be easier to have unified language for our awards. The Committee Chair would run all releases past the Steering Committee before sending them to John.

We'll revisit this electronically and have more discussion at Midwinter.

t) **Steering Committee List**

The Steering Committee List was set up for only elected officers and chairs to have discussions. But we make exceptions for certain people (ALA Executive Board Liaison; Local Arrangements Chair; Incoming and Outgoing BAC Chairs, etc.). This has led to confusion.

Question: Is the Steering Committee list, metaphorically, a meeting, open to the public, with guests able to speak? Or is it an executive session? There is nothing in the bylaws that instructs how lists should be maintained. What do we think?

Most groups within ALA hold discussions on lists, with separate lists for officers, etc. remaining read-only. Members have access, but do not participate in discussion.

After much discussion, it was decided to keep our lists as they are, and move voting to ALA Connect. At the point that a Committee Chair is appointed as incoming, or at the point that someone has been elected (before he/she takes office) that person is added to the Steering Committee list and he/she is able to have a voice, but not a vote. Ad Hoc Committee Chairs have a voice but no vote. Everyone else is read-only. We will update the bylaws to specifically say how we talk/vote, who's on the list, who can join in the discussions, and who cannot.

All of this will be added to the procedures manual.

u) **Better coordination between BAC and Brunch Celebration Committee**

We have a Chair for Brunch Celebration for 2011 already. We also have a group already planning the social. Dale will put them in contact with the Book Award Chair. We should start planning farther in advance, however.

In the future, OLOS will print our programs for us. We should have a date for when we need to have all of the information in for programs and the conference schedule. Dale McNeill stated that Elliot Mandel sends the Co-Chairs a detailed schedule, and as soon as he and Anne Moore have the timeline, they will share it with the SC. Because the dates are static, we will add them to the procedures manual for future reference.

One thing that we will need to remember is that the Brunch Celebration Chair *must* have the write-ups for the BAC winners for the conference program 24 hours after the awards come out.

v) **Creation of a Conference Planning Committee**

The possibility of appointing an Ad Hoc Committee to look into this was discussed. A Conference Planning Committee would be a big help to the Membership Promotion Committee, especially with setting up the membership pavilion. It would also help with the Rainbow Project breakfast.

After some discussion, it was determined that the tasks that a Conference Planning Committee would do have traditionally been handled by the Co-Chairs. The Co-Chairs should feel comfortable asking committee members to take charge of these tasks. But it should remain the Co-Chairs' responsibility to facilitate the work. In the past, this has worked well.

w) **Diversity Outreach Fair**

In years past, we've had an occasional table at the Diversity Outreach Fair. The theme is usually announced months in advance; however, it was learned that strict adherence to the theme is neither mandatory nor expected. We are very interested in having a presence at

Diversity Fair, and plan to do so in the future. We need to discuss further where planning for this would fit. Program planning? Membership promotion?

IX. Adjournment

- **Motion Number 3**
- **Motion to adjourn**
- **Motion: Matt Ciszek**
- **Second: K.R. Roberto**
- **Passed by Acclamation**

Minutes submitted by: Tracy Nectoux, GLBTRT Secretary, July 2, 2010

Minutes approved by GLBTRT Steering Committee: [DAY MONTH, YEAR]

NOTE: Minutes will be approved at ALA 2011 Midwinter Meeting.