

**Association of College and Research Libraries (ACRL) Chapters Council**  
**Meeting Minutes**  
**Sunday, June 29, 2014**  
**8:30 – 10:00 a.m.**  
**Bally's Hotel – Las Vegas 1**  
**Las Vegas, NV**

**Present:**

**Officers and Chapters Council Liaisons/Representatives**

Tasha Cooper, Secretary (Eastern New York)  
Tim Dodge (Legislative Network Representative)  
Caroline Fuchs, Vice Chair/Chair Elect (Greater New York Metropolitan Area)  
Gwen Gregory, Blog Editor (Illinois)  
Laura Heinz, Newsletter Editor (Texas)  
Danielle Whren Johnson, Past-Chair (Maryland)  
Les Kong, Chair (California)

**Attendees, including Chapter Representatives/Delegates**

Tarida Anantachai (Eastern New York)  
Katie Blocksidge (Ohio)  
Kimberley Bugg (Delaware Valley, Pa.)  
Natalie Burclaff (Maryland)  
Eleta Exline (New England)  
Scott Garrison (Michigan)  
Tom Larson (Oregon)  
Sarah LeMire (Utah)  
Stephanie Mathson (Michigan)  
Linda Miles (Greater New York Metropolitan Area)  
Willie Miller (Indiana)  
Ericka Raber (Iowa)  
Michelle Rubino (South Carolina)  
Amy Stewart-Mailhiot (Washington)  
Sarah Steiner (Georgia)  
Sheila Stoeckel (Wisconsin)  
Danielle Theiss (Missouri)  
Sherry Tinerella (Arkansas)  
Phil Waterman (New England)  
Nancy Weiner (New Jersey)

**Guests**

Mary Ellen Davis, ACRL Executive Director  
Trevor Dawes, ACRL President  
Karen Williams, ACRL Vice President/President-Elect

**Welcome:** Les Kong, Chapters Council President, welcomed everyone and provided information for those new to Chapters Council. The group meets at the American Library Association (ALA) Annual

Conference and Midwinter Meeting to support Association of College and Research Libraries (ACRL) national initiatives, membership, and recruitment, and also to support local chapters and their needs.

Les extended an invitation to the work session scheduled for 10:30 a.m. in the Director's Room following the Chapters Council Meeting.

**1. Approval of Minutes:** Minutes for the January 2014 Chapters Council meeting and work session were approved without changes.

**2. Approval of Agenda:** There were no additions to the agenda. Les noted that the agenda is fluid and dependent on the schedule of visitors. It includes the election, a session led by Sarah Steiner, and a legislative update from Timothy Dodge.

**3. Welcome/Introductions:** All present introduced themselves.

**4. Announcements:**

- Caroline Fuchs (Chapters Council incoming president) and Les Kong nominated Danielle Whren Johnson (outgoing past president) for the ACRL Recruitment and Leadership committee.
- The Dine-Around is scheduled for 5:30 p.m. at Lemon Grass; please let Caroline know if you would like to join this informal social gathering.
- There is a Chapters listserv; please give your name to Erica Raber for Ryan Gjerde if you are not already on the list.

**5. Nominations and call for candidates for open positions:**

Vice chair/chair elect candidate: Eleta Exline; among other things, Eleta is a past president of the New England Chapter; she is interested in strengthening relationships among the Chapters and with National.

Secretary candidates:

- Nancy Weiner – New Jersey Chapter; Nancy noted that she has been an active member and served as secretary for the Chapter
- Eryn Roles - Western Pennsylvania/West Virginia Chapter

Ballots were distributed (Vice chair – purple; Secretary – orange)

**6. Best Practices Presentation:** Sarah Steiner (Georgia Chapter) presented a session called “Creating a Win-Win Situation: How Outreach and Training Programs Can Bring New Leaders to your Organization?”

While serving as the New Members Round Table Chair, Sarah and the Chapter wanted to involve new people, but realized that potential members, especially students, were unsure how to get involved and were not sure how to serve on Chapter committees, and especially distance students who had little contact with one another, as well as with library professionals. To encourage engagement, Sarah created an Atlanta Emerging Librarians Meet Up Group.

Mentored by Sarah, students and new graduates ran the group (as opposed to relying on established leadership). The group used a message board, and offered an on-demand resume and cover letter review.

The program was successful and has continued; it is now in its 7<sup>th</sup> year. Attendance ranges from 30-100 people.

Outcomes of the project include:

- New members gain confidence in committee participation and networking
- Community building.

Additional “side effects”:

- Good will
- Development of a more competent work force
- Cultivation of a group of future leaders
- Members meet people who are job seeking in their region.

Sarah noted that it is important to realize that this project needs a “guardian” – someone to watch and assist.

She also noted the success of an additional event – “Mingle with the Admins.” A big success!

Questions from Council members:

Q. Were there incentives to participate?

A. Student membership fees are low, but there were no additional incentives

Q. Was participation limited to a specific type of library (academic, public, etc.)?

A. No

Q. Were all sessions held in Atlanta, or did they rotate throughout the state?

A. All were held in the Atlanta area.

Q. How did you find out who the distance students were in your state?

A. Georgia has no accredited library school program, but the group found people from over ten states. They talked with faculty from programs in Florida, Texas, UNC, Emory, etc.

Additional comments from Sarah:

- The program was open to any who wanted to participate – students as well as new librarians.
- The group set up continuing education (CE) credit for participation.
- They used Google group for a message board.
- People traveled from outside the Atlanta area to the sessions.
- A number of participants became members of Georgia Library Association (GLA).
- Sarah tried to find ways for new participants to present at their conference.

Les Kong noted that this project represents a great way to identify leaders and connect students with leaders.

Group members commented on related efforts – the NY Chapter has had some student leaders; social events in the Eastern New York Chapter included students and regional professional association chapters; California did some similar outreach.

Sarah noted that they may be able to develop some additional online aspects.

Slides from this presentation follow these minutes (please see Appendix A).

Les Kong called for presentation ideas for the next Chapters Council meeting. Suggestions included: best practices for communication strategies; geographic challenges in terms of membership geography (lots of members in close proximity or in wide geographic areas). Phil Waterman of the New England Chapter volunteered for the wide geographic area portion; Caroline Fuchs and Linda Miles volunteered for densely populated Chapters.

## 7. Elections

Election results:

- Eleta Exline was elected Chair Elect.
- Nancy Weiner was elected Secretary for a one-year term

Congratulations were extended to both.

**8. Legislative Update:** Tim Dodge announced that he is no longer continuing as Legislative Network Representative and asked if anyone is interested in being nominated. Tim explained what the representative does. The Legislative Network Representative:

- serves ex officio on the ACRL Government Relations Committee, where discussion focuses on ACRL agenda items
- is on the LEGNET list
- receives messages from Kara Malenfant regarding information that is urgent to convey to legislators, and passes this along to Chapters Council
- attends Chapters Council meeting twice a year.

Tim distributed a handout. The text of the first page is included as Appendix B. The latter pages are available at the following ACRL Legislative Agenda site:

[http://www.ala.org/acrl/sites/ala.org.acrl/files/content/issues/washingtonwatch/2014\\_leg\\_agenda.pdf](http://www.ala.org/acrl/sites/ala.org.acrl/files/content/issues/washingtonwatch/2014_leg_agenda.pdf)

**9. ACRL Leadership:** Trevor Dawes, ACRL President, opened the session by saying that he values learning about issues important to Chapters, and he welcomes questions and feedback especially in regard to how Chapters can engage with national.

Trevor provided an update on three things:

- President's Program: ACRL had a successful president's program focusing on financial literacy. David Eisler and Michelle Singletary were engaging presenters on the topic of financial literacy, and ways libraries can help community members become more informed managers of their finances. Information about financial programs on campuses is available at the following websites: <http://www.ala.org/acrl/acrl-president-trevor-dawes-2013-14-presidential-initiative#Examples>, <http://uiuc.libguides.com/financialliteracy>, and guide: <http://uiuc.libguides.com/content.php?pid=473176&sid=3873731>
- ACRL Information Literacy standards revision: A new version of the draft was realized two weeks ago. Trevor encouraged everyone to participate in a forum or virtual forum or meeting in order to discuss the revisions. Online hearings are scheduled for:
  - July 7

- July 11

The deadline for feedback is July 15. Information Literacy standards are important to ACRL and they want to gather as much feedback as possible from members. Trevor encouraged Chapter leaders to encourage members to participate.

- Les, Caroline, and Trevor participated in a webinar two weeks ago regarding adding an additional Chapter. Librarians in Alaska are interested in starting a Chapter, although the number of academic librarians is small. Twenty five members are needed to start a Chapter. One option under discussion is for them to join another Chapter.

Tim Dodge expressed his appreciation for the financial literacy programming.

Karen Williams, incoming ACRL President, spoke about the upcoming ACRL conference and anniversary. This year, she will focus on new roles, which will also be the theme of the President's Program. She would like to use the *C&RL News* column as a forum for discussion about new roles. Please share with Karen the names of possible columnists.

The upcoming year is the 75th anniversary of ACRL. The actual date is the end of May 2014 but they are using the entire year to observe the anniversary. ACRL was the first American Library Association division. ACRL plans to celebrate accomplishments and look ahead to what needs to be done in the future.

ACRL is starting a celebration campaign to raise money to double the number of scholarships, in order to bring 150 people to the ACRL conference. They need to raise \$50,000 dollars, and half of that before going public. 100% of the Board members have made contributions. The campaign is now at 62%. Chapters could look at sponsoring an individual. \$700 will support someone from a Chapter to come to ACRL.

Videos have been created about the conference (<http://conference.acrl.org/portland-pages-163.php>) and anniversary (<http://youtu.be/FsP3GyXzQ-U>).

Karen shared information about the conference in Portland. The following text was provided by Karen for these minutes.

### **Creating Sustainable Community**

**Portland, Oregon – March 25-28, 3015**

#### **Karen Williams**

**Registration** - Registration opened in May 2014 to allow individuals with fiscal years ending in June 2014 to pay fees out this fiscal year. February 13, 2015 is the early-bird deadline. Housing and scholarship applications are available now. Preconference registration will be announced and available in Sept. 2014.

**Proposal Submission** – May 9 was the deadline for contributed paper, panel session, preconference and workshop submissions. We received 762 submissions compared to 600 for Indianapolis, which is a **27% increase across all session format types**. Notifications will go out in August.

**Call for Participation** – Poster Session, Roundtable Discussion, TechConnect, and Virtual Conference Webcast proposals due **November 3, 2014**. The Call for Participation is online at [www.acrl.org/acrlconference](http://www.acrl.org/acrlconference). We encourage proposals representing all types of libraries and librarianship.

**Scholarships** – Scholarship materials are available on the conference website. Scholarship categories include librarian, library school student, library support staff, Spectrum Scholar, and virtual conference. November 7, 2014, is the scholarship deadline.

**Keynotes – Keynote speakers are:**

**G. Willow Wilson** – Willow currently writes the bestselling monthly comic book series *Ms. Marvel* for Marvel Comics. She spent her early and mid-twenties living in Egypt and working as a journalist. Her articles about the Middle East and modern Islam have appeared in the *New York Times Magazine*, the *Atlantic Monthly* and the *Canada National Post*.

**Jad Abumrad** – Jad is the founder and co-host of NPR's Radiolab. Abumrad was named a 2011 [MacArthur Fellow](#): the foundation cited his “engaging audio explorations of scientific and philosophical questions” which “captivate listeners and bring to broadcast journalism a distinctive new aesthetic”, while using “his background as a composer to orchestrate dialogue, music, and sound effects into compelling documentaries that draw listeners into investigations of otherwise intimidating topics.”

**Lawrence Lessig** – Lessig is the Roy L. Furman Professor of Law and Leadership at Harvard Law School, and director of the Edmond J. Safra Center for Ethics at Harvard University. He is a proponent of reduced legal restriction on copyright, trademark and radio frequency spectrum, particularly in technology applications.

Mary Ellen Davis, Executive Director of ACRL, provided several updates. Chase Ollis is the program coordinator and staff liaison for Chapters. Chase has decided to pursue his library degree (he will continue in his role as program coordinator).

ACRL is recognizing current interest in data. The Digital Curation Interest Group now has 800 members [update/correction: membership is currently more than 900]. They are considering a survey of the group to explore interest in a data management road show similar to the scholarly communication road show. Please encourage members in that group to take the survey.

The Assessment in Action group is in its second year. There has been good feedback regarding participation. An Institute of Museum and Library Services (IMLS) program officer attended the poster sessions. Mary Ellen Davis and ACRL are thinking about year three.

Mary Ellen reminded members that webinars are available to Chapters. She is always looking for ways we can help ACRL and how ACRL can help us. Several members noted the challenges of getting people to come together for webinars. Mary Ellen suggested that Chapters consider having an event or programming around a webinar. Because these are revenue producing, they cannot send the link widely. The Indiana Chapter held a half day event – a tour, lunch, webinar.

Trevor mentioned the information literacy framework. Mary Ellen is looking at staffing and noted that a two-year half-time Information Literacy Strategist position was posted. The person in this position will

help with education and programs. They are looking for someone who can speak knowledgeably about, and represent, information literacy to higher education organizations. The position is now on the ALA job list.

Mary Ellen described the ACRL/ALA relationship and noted that ALA is about to begin a strategic planning process. She encourages Chapters to have conversations about what should be included in ALA's strategic plan and send feedback. What should be on ALA's strategic plan? She asked Chapters to have conversations and send in feedback.

Two attendees provided positive feedback about Chase's helpfulness and responsiveness.

**[8] Legislative Update continued:** Following the visit by ACRL leadership, Tim Dodge continued his overview of the Legislative Network Representative position. Representatives do not need a political background and are expected to subscribe to, but not write for District Dispatch. He called attention to his handout, which includes links to Congress.gov (successor to Thomas) and the ALA Legislative Action Center, as well as the ACRL website. He observed that this position offers a good opportunity for academic librarians to learn about issues and share information with others.

#### **10. Old Business:**

**Communications Subcommittee report:** Sarah Steiner, Gwen Gregory, Ryan Gjerde, and Laura Heinz were asked to look at Chapter communications - the blog; social media; newsletter; listserv; etc. They reviewed existing policies related to blog. There are a number of policies in place, but we need to "nudge" people to contribute.

Sarah shared a survey, which asks members what they would like to receive (in order to better plan communications, they would like to know what the group would like to know). The survey is included as Appendix C [note: also available at: <https://www.surveymonkey.com/s/CL3MCGV>]. Minutes from the Communications Committee are included as Appendix D.

Blog posts need to be accompanied by messages or alerts.

**Organization of Chapters:** Linda Miles, Stephanie Mathson, and Danielle Johnson are compiling information about how Chapters are structured. They sent a survey to all Chapters and heard from all but six. They will compile the results into a document to which representatives can refer.

**2015 ACRL Chapters Council proposal:** Caroline Fuchs and Les Kong reported on a 2015 Conference ACRL Chapters Council proposal for a round table discussion on leadership succession ("passing the baton"). The deadline is Nov 3.

Eleta Exline thought that ACRL agreed to provide a table in exhibits area; Caroline will confirm this.

**Online Toolkit:** Tasha Cooper reported on the online orientation toolkit. She noted that much progress has been made, but a volunteer is needed to work with Stephanie Davis to finish some remaining pieces. This orientation document needs to be reviewed and updated annually by Chapter leadership.

Tasha encouraged Chapters Council leadership and members to share information about the orientation documents – even though they are not as complete as originally discussed, or as interactive, they are still very useful for incoming Chapter leaders and Chapter Council officers.

**Mentoring Program:** Les Kong said that this initiative was begun to help new members. If you are interested in mentorship or mentoring, contact Les. Chapters Council held two orientation webinars, as well as one with Alaska regarding ways to start a Chapter. Les and Caroline are available to serve as mentors to any new Chapters Council members.

**Campaign:** Les also commented on the campaign, which has been quiet and is now starting. ACRL will be reaching out to different sections. He will post a link to campaign information for members to send out.

**11. Other:** Reminders -

- Work session – in Director’s Room at 10:30 a.m.; all are welcome. Brief discussion about a room change and location of the room followed.
- Dine-Around - 5:30 p.m., Lemon Grass

**12. Adjournment** – 10:00 a.m. (approx.)

**Summary of follow up items:**

- Chapter leaders should encourage members to participate in giving feedback regarding the information literacy framework.
- Chapter Leaders should encourage members who are part of the Data Curation group to complete the survey sent to group members.
- Chapters Council needs to identify a new legislative network representative.
- Council members are encouraged to complete the communications survey shared by Sarah Steiner (and included in these minutes).
- Caroline will check on whether ACRL agreed to provide a Chapters table in exhibits area at the 2015 ACRL conference.
- A volunteer is needed to continue work on orientation materials.
- The orientation documents need to be reviewed and updated by Chapter leadership. These are available here:
  - Chapters Council Officers Manual:  
[http://www.ala.org/acrl/sites/ala.org.acrl/files/content/ACRL\\_Chapters\\_CouncilOfficersManual\\_January\\_2014.pdf](http://www.ala.org/acrl/sites/ala.org.acrl/files/content/ACRL_Chapters_CouncilOfficersManual_January_2014.pdf)
  - Chapters Orientation Toolkit:  
[http://www.ala.org/acrl/sites/ala.org.acrl/files/content/ACRL\\_Chapters\\_OrientationToolkit\\_January\\_2014\\_1.pdf](http://www.ala.org/acrl/sites/ala.org.acrl/files/content/ACRL_Chapters_OrientationToolkit_January_2014_1.pdf)
- Everyone should share information about the above orientation documents.
- If anyone is interested in mentorship or mentoring, please contact Les.
- Les will post a link to campaign information for members to send out.

Respectfully submitted,  
Tasha Cooper, Secretary

**Appendix A:** Presentation by Sarah Steiner



## The Dilemma

- You need new people
- New people feel unsure of themselves, of your organization, of their place, of their ability to contribute

## A Solution: NMRT & Subgroups

### Atlanta Emerging Librarians Meetup Group

- Established in 2008
- Quarterly meetings with presentations
- The students and new grads were the leaders, with a guide
- They chose presentation topics
- Supporting message board
- Resume & cover letter review

## Success & Longevity

- Attendance between 30 and 100 people
- Now in 7<sup>th</sup> year

## Outcomes

- Members gain confidence in committee and networking skills
- Build a community
- Gain skills of their choosing

## Side Effects

- You create good will with your state organization
- You help to generate a more competent workforce
- You cultivate a group of future leaders for your organization
- You meet people who are probably job seeking in your area (and learn who'd be a good hire, who'd be a poor hire)

## Mingle With the Admins

## Considerations

- Does require a guardian—someone to create the framework and help keep things going if/when they start to unravel

## Other Ideas...

- North Dakota Library Association—mentor pairing, like Match.com.

## Appendix B: Legislative Network Representative Handout Content

### ACRL Legislation and Policy Information

- 1) **General Web Site:** <http://www.ala.org/acrl/issues/washingtonwatch>  
Includes much useful information including the *ACRL Legislative Agenda* (see attached 2014 agenda).
- 2) **ALA Legislative Action Center:** <http://cqrcengage.com/ala/home>  
Great starting point to find out about federal legislative issues of interest to librarians and library supporters. Provides numerous links for more information.
- 3) **Subscribe to *District Dispatch* (ALA Washington Office):**  
<http://www.districtdispatch.org/>  
An excellent way to stay informed about current federal legislation relating to libraries. An irregularly-produced “blog.” Very helpful and timely.
- 4) **Congress.gov:** <http://beta.congress.gov/>  
Replaces the *THOMAS* web site, *Congress.gov* provides information such as current status of Congressional bills, full-text of bills and Public Laws 1993 onwards. An excellent way to find contact information, who serves on what Congressional Committees, who is sponsoring what legislation, etc.

Tim Dodge  
ACRL Chapters Council Library Legislative Network Representative

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## Appendix C:

### ACRL Chapters Council Communication Assessment Questionnaire

Note for reviewers: this questionnaire will help us determine content desired by ACRL CC members. Additionally, we will market information items that might be of public interest via the primary ACRL social media and communication modes.

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The ACRL Chapters Council is preparing a new content plan for its communication modes: our blog, Facebook, and electronic mailing list.

1. As a chapter representative for ACRL, where would you prefer to receive content?  
Please check all that apply.
  - a) Via the electronic mailing list/listserv
  - b) Via blog
  - c) Via Twitter (for content notifications & urls)
  - d) Via Facebook (for content notifications & urls)
  - e) Other
2. As a chapter representative for ACRL, what types of content would interest you?  
Please check all that apply.
  - a) Best practices from other state chapters
  - b) Ideas or requests for ideas from other state chapters
  - c) Announcements and news from ACRL Chapters Council officers
  - d) Reposted stories from the ACRL Chapters Council Newsletter
  - e) Expanded stories from the ACRL Chapters Council Newsletter
  - f) Announcements of local chapter programs or initiatives
3. How often would you like to receive posts/messages?
  - a) Roughly once per week
  - b) Roughly every other week
  - c) Roughly once per month
  - d) Other
4. Would you be willing to write one or two posts during your term on ACRL Chapters Council?
  - a) Yes, I'd write one post per year
  - b) Yes, I'd write two posts per year
  - c) I'd rather not write any posts
  - d) If yes, please tell us your name and email
  - e) Other
5. Do you have any other comments?

**Please send comments or responses to Sarah Steiner at [sksteiner@wcu.edu](mailto:sksteiner@wcu.edu)**

## Appendix D:

### ACRL Chapters Council Subcommittee on Communication, 3/11/2014 Present: Ryan Gjerder, Gwen Gregory, Sarah Steiner

#### Discussion Summary:

The ACRL Chapters Council already has a blog, a Facebook account, and a listserv, but they are in need of revitalization. The group proposes to complete these actions:

1. To review and potentially update guide documents for each platform.
  - a. Blog policy: <http://acrl.ala.org/acrlchapters/?m=201111>
  - b. Listserv policy: <http://acrl.ala.org/acrlchapters/?m=201111>
2. To assess Chapter Council members' interests in the types of content to be posted on Facebook, the blog, and the listserv via brief survey.
3. To use the assessment data gathered to create a content plan and content. This plan will include content for the Chapters Council and content that will be sent out for posting by ACRL representatives on their pages.
4. To review how this plan impacts the ACRL CC bylaws.

We would also like to propose the establishment of a standing Communication Subcommittee, which will be comprised of the newsletter editor, the listserv administrator, and the blog and Facebook administrators.

#### Background Notes:

- Gwen volunteered to work on the blog last summer, and there was a content plan.
- We need to determine who the audience for the blog and Facebook page is: is it intended for people in the chapters to let them know what's going on with the chapters?
- What is the purpose of having all of these communication modes? To match different preferences and provide a forum for discussion and sharing of best practices that might be useful to people in various state chapters. To foster communication between chapter members who cannot attend in-person meetings.
- Laura Heinz is the current newsletter editor. The next edition will be released on the 20<sup>th</sup> or 21<sup>st</sup> of March, 2014.
- We would like to prepare an assessment before we prepare our content plan. We will ask what people would like to see: information about what other chapters are doing, information about best practices? Also ask what their preferred personal methods of receiving information like that are.

#### Content Ideas:

- Part of the content on the blog or Facebook can be promotion of individual stories from the newsletter.
- All the current officers are authors on the blog. (They could post periodically. The current document requests that they post twice per year.)