Proceedings

Present: Irene M.H. Herold, Cheryl Middleton, LeRoy LaFleur, John A. Lehner, Emily Daly, Caroline Fuchs, Julia M. Gelfand, Kim Leeder Reed, Beth McNeil, Lori J. Ostapowicz-Critz, Susan Barnes Whyte, Mary Ellen K. Davis (ex-officio)

Not Present: John P. Culshaw, Ann Campion Riley

Staff: Margot Conahan, Mark Cummings, Chase Ollis, Allison Payne, Mary Jane Petrowski, Howard Prager, Elois Sharpe

Guests: Mark Emmons, Gillian Gremmels

1.0 Call to order (Herold)
ACRL President Irene M.H. Herold called the meeting to order at 1:38 p.m.

2.0 Opening remarks (Herold)
Herold thanked the Board and guests for attending, and advised that accompanying documents can be found in the Board packet.

3.0 Adoption of the Agenda (Herold)
Herold asked if there were changes to the agenda. As the Board had no changes, the agenda was approved as presented.

4.0 Reports

4.1 President's Report (Herold) #1.1
Herold referred the Board to her report, and shared that she has enjoyed traveling for the association. She will be traveling with ACRL Executive Director Mary Ellen Davis and ACRL Vice-President Cheryl Middleton to Washington, DC for ALA National Library Legislative Day on May 1–2, 2017. Herold has also enjoyed engaging with members at chapters visits.
4.2 Vice-President’s Report (Middleton) #1.2
ACRL Vice-President Cheryl Middleton is also looking forward to ALA National Library Legislative Day. Middleton reported that she is finishing division-level committee appointments with the Appointments Committee.

4.3 Past-President’s Report (Campion Riley) #1.3
Due to another engagement, ACRL Past-President Ann Campion Riley was unable to join the virtual meeting.

4.4 Councilor’s Report (LaFleur) #1.4
ACRL Councilor LeRoy LaFleur has been working closely with his Board liaison committees, which includes the Government Relations Committee and Professional Values Committee. Both groups have been meeting regularly, and have been working with the Board on recent statements.

4.5 Executive Director’s Plan for Excellence Activities Report (Davis) #1.5, #1.6
ACRL Executive Director Mary Ellen Davis began her report by thanking the Board for attending the ACRL 2017 Conference in Baltimore, and their part in ensuring another successful conference. The conference had a record face-to-face registration, and the conference financials will be shared at the upcoming Annual Conference 2017 in Chicago. Davis also reported that ACRL launched new websites for C&RL News, C&RL, and RBM.

The upcoming 2017 Fall Board Meeting date is to be determined. In past years, the Board has experimented with blended meetings, with the Executive Committee meeting in-person in Chicago and the full Board joining virtually in the afternoon. This used to coincide with the on-site ALA division vice-presidents’ orientation, but as this orientation will now be held virtually, the Board will need to determine how to best continue its fall meeting.

Davis shared that ACRL recently released a statement on network neutrality, and there has been discussion at ALA regarding when statements made by ALA should include the divisions.

5.0 Consent Agenda (Herold)

5.1 Rename the Information Commons Discussion Group to the Learning Commons Discussion Group #2.0

Motion: ACRL Councilor LeRoy LaFleur moved that the consent agenda be approved as presented.

Action: The Board approved the consent agenda as presented.

6.0 Presenter/Coordinator Appointment Process for ACRL Licensed Workshops (Ollis) #13.0, #13.1, #13.2, #13.3
At the 2016 Fall Board Meeting, the Executive Committee requested for a review of the Licensed Workshops Presenter Coordinator search process due to the lack of applicants for a previous presenter coordinator position. ACRL staff solicited feedback from the members leading these
workshops, compiled data on the current process, and based on this is proposing that the current presenter coordinator selection process be maintained with the addition of a backup plan if there are no applicants. When there are no volunteers for the Presenter Coordinator position, the two-part plan states:

- If no current presenter steps forward, the call for applications may be extended to past presenters and members of the workshop’s oversight committee.
- If no one from these groups steps forward, the call for applications may be extended to a pool of ACRL members specifically identified by the oversight committee and presenter team in consultation, who possesses the knowledge of the subject matter and the experience to coordinate the group.

The Board discussed the proposal, and supported the addition of a backup plan if there are no applicants. The Board had some concern, and recommended that the process could be more open by allowing non-presenters as applicants for the Presenter Coordinator position. The Board was advised that the initial call for presenters is open to all members, while the coordinator position is limited to presenters.

The Board agreed it would like to review the presenter coordinator selection procedures again in three years in 2020.

**Motion:** ACRL Vice-President Cheryl Middleton moved that Board approves the continuation of the current Presenter Coordinator appointment process, with the addition of a two-part process when there are no applicants for the position.

**Action:** The Board approved the continuation of the current Presenter Coordinator appointment process, with the addition of a two-part process when there are no applicants for the position.

### 7.0 Bylaws update (McNeil, Fuchs, LaFleur, Leeder Reed) #5.0, #5.1

The Board next began a preliminary discussion on the Board Working Group’s proposed changes to the ACRL Bylaws, which the Board will take action on at Annual Conference 2017 in Chicago.

The Board discussed Article V Officers – a) President, b) Vice-President, and c) Immediate Past President, and suggested that the following be added to match Article IX Board of Directors Section 3 Directors-at-Large:

> Once elected, a President/Vice-President/Immediate Past President may not serve as chair or as Board liaison officer of an ACRL section, chapter, or council for the duration of the term. Nor may an elected President/Vice-President/Immediate Past President serve in that capacity on the Executive Committee of an ACRL section, chapter, or council.

The Board discussed Article IX Board of Directors, which states that director-at-large terms are four years. Other divisions, such as PLA, have three-year terms to match the ALA Councilor term, and the Board discussed whether ACRL should also consider a shorter term. Some Board members expressed concern for the four-year term, as the workload can be too intense for four years. Other Board members preferred a four-year term.
The Board next discussed if the Board should remain representative by community of practice, and there was overall support to maintain the current representative procedures. The Board discussed if there are other types of representation that should be considered, such as expertise or function.

The Board considered if the Executive Committee should be retained. In recent years, more work has been completed virtually, which allows increased participation by the full Board. One benefit of maintaining the Executive Committee is that they can serve as a working group if needed.

The Board discussed Article XV: Communities of Practice Section 5 Discontinuance, and who represents the group when a group is dissolved. The Board suggested that this could remain somewhat ambiguous in the Bylaws, and dealt with in policy, which is more easily updated.

Herold thanked the working group for its leadership, and shared that she is looking forward to the Board taking action on the Bylaws at Annual Conference.

**8.0 AAMES Transition (Gelfand) #3.0, #3.1**

Before taking action, the Board expressed its deep appreciation, respect and contributions made by AAMES during its transition to an interest group. The Board stated that it looks forward to working with new interest group, and thanked the leadership and staff for their work shepherding the process.

**Motion:** ACRL Director-at-large Julia Gelfand moved that the Board approves the transition of the Asian, African, and Middle Eastern Studies Section (AAMES) into the Asian, African, and Middle Eastern Studies Interest Group (AAMESIG) with the proposed charge and leadership as outlined in Document #3.0.

**Action:** The Board approved the transition of the Asian, African, and Middle Eastern Studies Section (AAMES) into the Asian, African, and Middle Eastern Studies Interest Group (AAMESIG) with the proposed charge and leadership as outlined in Document #3.0.

**9.0 Board Orientation and Leadership Council (Herold) #9.0, #10.0, #10.1**

**9.1 Board Orientation**

Herold began the discussion on the upcoming Board Orientation that will be held at Annual Conference. The Board agreed that the Annual Conference face-to-face orientation has been very valuable, and suggested maintaining this orientation in addition to the more in-depth fall orientation. The Board recommended adding a list of acronyms to the orientation materials and more information on ACRL financials. It was also suggested that Board Buddies should attend the orientation.

Per the Board’s request, exit interviews will be given to outgoing Board members. These interviews have been conducted in the past, and results have been shared as a high-level summary.

**9.2 Leadership Council**

The Board recommended that the Community College Engagement Task Force gives an update during the membership group portion of the 2017 Annual Conference Leadership Council. The task force is working on a report from focus groups held at ACRL 2017 Conference in Baltimore, and could report
on highlights from the focus groups at Leadership Council. The Board also suggested adding a reminder about the 2018 ALA Conference Remodel to the Vice-President’s report.

10.0 Roles and Strengths of Teaching Librarians (Campion Riley) #12.0, #12.1, #12.2
Cheryl Middleton led this agenda item, as the task force’s Board liaison Ann Campion Riley was unable to attend the Board meeting. The Board agreed that the removal of “standards” from the original title fit within ACRL definitions. The Board liked that the document stated that different roles assume different aspects throughout time.

Motion: ACRL Vice-President Cheryl Middleton moved that the Board approves the Roles and Strengths of Teaching Librarians.

Action: The Board approved the Roles and Strengths of Teaching Librarians.

11.0 Budget & Finance

11.1 FY17 2nd quarter report (Lehner) #6.0, #6.1
ACRL Budget & Finance Committee Chair John Lehner referred the Board members to the 2nd Quarter Report included in the Board packet. He advised that the full report from the ACRL 2017 Conference in Baltimore will be shared at Annual Conference 2017. Lehner thanked ACRL 2017 Colleagues Committee co-chairs, Julia Gelfand and John Culshaw, on their phenomenal work to help exceed the budgeted amount of $199,500 for a total amount of $257,650. Lehner also highlighted that exhibit sales were above budget for the ACRL Conference.

The Board expressed surprise that membership did not increase with the ACRL Conference, and was advised that in recent years, there has been a trend where membership is maintained during conference years. ACRL is looking forward to working with ALA on membership recruitment tactics.

Lehner shared other highlights from the second quarter, including classified advertisements, webinars, and an increase in book sales.

The FY17 budget included a planned deficit, and the Board will continue to look for strategic initiatives in future years to spend down the net asset balance.

Lehner reported that CHOICE actuals are on budget for the second quarter. Some highlights include sponsored webinars, print advertisements, and savings in operations. There has been a steeper decline than expected for subscription revenue and there were significant royalties’ losses from the failed ProQuest’s Intota system.

11.2 Funding CHOICE OER project (Cummings)
In the spring, Choice submitted a grant proposal to help fund the Choice OER project to IMLS. The proposal was denied, but Choice could resubmit a proposal in the fall. Choice also submitted a grant request to Mellon, and did not receive funding.
ACRL Executive Director Mary Ellen Davis and Mark Cummings met with ALA Finance to explore financing the OER initiative. One way to finance the OER initiative was to swap ACRL’s planned transfer to the LTI over the next two years with funds from CHOICE’s LTI. This would provide funds for the project, without the need to borrow from the CHOICE LTI and repay with interest.

Motion: ACRL Director-at-large Beth McNeil moved that the Board approves to transfer up to $700,000 from the CHOICE long-term investment (LTI) into the ACRL LTI during FY18 and FY19; and that in exchange, ACRL will transfer up to $700,000, to be split over FY18 and FY19, from ACRL’s net asset balance into CHOICE’s operating budget, to fund the CHOICE OER project.

Action: The Board approved to transfer up to $700,000 from the CHOICE long-term investment (LTI) into the ACRL LTI during FY18 and FY19; and that in exchange, ACRL will transfer up to $700,000, to be split over FY18 and FY19, from ACRL’s net asset balance into CHOICE’s operating budget, to fund the CHOICE OER project.

12.0 New Roles and Changing Landscapes Committee (Gremmels/Emmons/Daly)
#11.0, #11.1
Herold welcomed New Roles and Changing Landscapes Committee (NRCL) Chair Gillian Gremmels and Vice-Chair Mark Emmons to the Board meeting. Emmons referred the Board to the first action request for approval of the New Roles Constellation. The committee is interested in creating a constellation of new roles, with each constellation having supporting initiatives.

The committee is proposing that a pilot constellation be chosen from Assessment, Instructional Design, or Scholarly Communication. The Board supported the idea of a pilot constellation and there was some support for Instructional Design, but the Board felt that Assessment and Scholarly Communication are already well supported, and would not need to be perceived by members as addressing “new roles.”

The Board supported the idea of constellations, and gave feedback. The Board advised that Communities of Practice groups are member-created, so may would need a member initiative to create. The Board also advised that ACRL Conference tracks can be suggested, but are approved by the ACRL Conference committee.

Emmons and Gremmels agreed that other constellations could be explored, and could bring a revised recommendation to the Board at Annual Conference 2017. The Board agreed that an example pilot would be helpful to see at Annual.

13.0 Representative Reports (Campion Riley/Herold) #4.0
The Board did not have time to discuss the remaining agenda items. The Board will discuss representative reports at its upcoming meeting at Annual Conference 2017.

14.0 New Business (Herold)
The Board did not have new business to discuss.
15.0 Adjournment (Herold)

Motion: ACRL Director-at-large Kim Leeder Reed moved that the meeting be adjourned.

Action: The Board approved for the meeting to adjourn at 4:46 p.m.