

SustainRT Steering Committee and Committee Chairs Meeting

Meeting Minutes: November 9th, 2023, 1:00 EST

In Attendance

- SustainRT Chair, Mandi Goodsett
- Committee Members and Chairs: Pixie Rose, Erika Jenns, Sarah Tribelhorn, Tera Ray, Tina Chan, Sara Dallas, Elisa Coghlan, Jen Ferriss, Jen Ripka, Michelle Mussuto, Jen Smith, Christina Mayberry, Angela DeNeve, Marcy Bailey, Jenny Garmon, Jennifer Embree
- Guests: Oak Park Public Library [account], Larissa

ALA Executive Board Update

- ALA executive board update, sent to members by email from Sara Dallas.
 - IFLA was canceled due to UAE pulling funding
 - LibLearnX right around the corner
 - Social Responsibility Round Table - Sending a resolution to submit to ALA council in January [Available to view on Connect]
<https://connect.ala.org/sustainrt/discussion/gaza-resolution-for-discussion#bmbd1a4b74-ecbe-4d7a-977e-51b9c7dd58c5>

Committee Chair Reports

- Awards (Jenn Washburn and Tera Ray)
 - Date of most recent meeting: 10/3/2023
 - Notes from that meeting:
 - Citation for Wellness in the Workplace press release was sent out. The New Voices in Sustainability stipend press release will be emailed later this month for release on December 1st
 - We have begun working on webpage updates to include the call for nomination for the New Voices in Sustainability Stipend and we will send requests to web maintainers for webpage updates later this month.
 - We also discussed ways to get more nominations for the Citation for Wellness in the Workplace, including:
 - Posting in ALA connect (in other roundtables and groups in addition to SustainRT)
 - Sending emails to Public Library Systems
 - The Citation for Wellness in the Workplace CFN opened on Nov. 1, 2023 and the New Voices in Sustainability ALA Conference Stipend CFN opens Dec. 1, 2023
 - Previous press release sent

- Next Press release to be emailed out for release on Sept 1
- Call for nomination new voices in sustainability
- Getting more noms for Citations of Wellness in the Workplace
- Public library emails to solicit nominations
 - Suggested reach out to State Lib Association
- New Voices in Sustainability Stipend later in the month
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- Education and Programming (Jenny Garmon)
 - Date of most recent meeting:
 - Notes from that meeting:
 - Making way to croatia for an international perspective on sustainability
 - Build on answers with other webinars
 - Sustainable economic development on steering committee
 - Meeting later this month to discuss climate cafes
 - Coordinating with Resilient Activist, more info in December
 - Test case in Kansas City - High Optimism
 - Strategic goals - have at least 3 webinars
- Membership (Lauren Read)
 - Date of most recent meeting: 30 October
 - Notes from that meeting:
 - Mentoring program nearly ready to relaunch
 - Collaborating on making question list for kahoot quiz game for anniversary virtual party
 - Moving forward booking eco tour for LibLearnX (funds approved)
 - Tangible progress in ongoing areas
 - Mentoring program - just submitted announcement of program, seeing a deadline in 2 weeks, can adjust later depending on response
 - Schedule of monthly prompts to send being developed
 - Anniversary Virtual Party - decided on using Kahoot [?] that ALA would buy a basic membership for us to use.
 - Making a list of questions for party
 - Sent blank document for quiz questions
 - LibLearnX - reached out to Baltimore Waterfront Partnership to book ecotour Friday Jan 19th in afternoon. Received response today and will see an invoice soon
 - Max of 25 people
 - Will send a registration form
- Public Advocacy and Awareness (Sarah Tribelhorn and Erika Jenns)
 - Date of most recent meeting: did not meet yet this month, meeting next week
 - Notes from that meeting:
 - Getting draft together for OCLC Sustainable Swag rubric
 - Recently lost a member on the committee, happy to receive more
- Publicity and Outreach (Lauren Bissonette and Elisa Coghlan)
 - Date of most recent meeting:

- Notes from that meeting:
- Met last month
 - Went over strategic plan
 - Newsletter went out!
 - Listserve is small, not to the full membership
 - How do we connect our full readership?
 - Formerly link sent out on connect space
 - Member who handles that is out of the country, Elisa will follow up
- Sustainability Resources (Angele DeNeve and Jen Ripka)
 - Date of most recent meeting: Did not meet
 - Notes from that meeting:
 - Asynchronous work this month
 - Working on booklist
 - Idea for Book Award

RoundTable Session

- Councilor report (Jen F.)
 - Special meeting to discuss Accreditation Document Thurs Nov 30
 - Update on executive director search
- LLX Vendor Awards Update (Jen F.)
 - Draft LLX Sustainability Contest
 - Using this as a learning opportunity for vendors
 - Figuring out rules for the judge - TBD
 - Presurvey to enter the contest
 - Winner will receive a banner (paid by ALA)
 - Selected while the conference is in session - announced Sunday
 - Judges need to be people at the conference on Saturday
 - ALA staff
 - Steering Committee
 - Conference committee
 - Photographs for social media/newsletter
- Tribute Resolution - Call for volunteers (Jen F.)
 - Not voted on, just notice
 - Honors our org
 - Used language from other groups tributes to help build out
 - Anyone can feel free to help with this, reach out to Jen
 - Will send out on connect
- Candidate for Emerging leader had been selected but not yet confirmed
- SustainRT 10 Year Bday Party Planning (Mandi, Tina, Jen E., Elisa)
 - [Padlet birthday card](#)
 - Event on December 5th at 2:00pm ET

- Register here by December 1st:
<https://mit.zoom.us/meeting/register/tJ0ucu-hqT8rG9ejkr3-HZuSlzx1z1MUKU91>
 - Event components: networking, founders panel, game, giveaway drawing
 - Any additional photos folks can contribute?
 - Door prizes, free sustainRT memberships for 2
 - Game - national parks yearlong membership prize
 - 2 of 3 founders agreed to do Q&A
 - Breakout room networking
 - Any photos of sustainRT - please share for event
 - Need to go all out on advertising
 - Volunteers for sharing out more publicly
 - Anyone is welcome to join, doesn't need to be a sustainRT member
 - Posted on ALA Connect by Tina - please share to other RTs and social media. Let people know that ANYONE can share
 - Good way to keep this all on people's minds
 - Security concerns: Have to register with an email address, send a link and pass to the meeting, everyone will be in a waiting room and let in.
- ALA Annual Social NMRT (and GameRT) (mandi)
 - No opposition
- Book Award Idea (Jen R.)
 - Similar work in RT
 - Scale up what was done in Evanston sponsored at the ALA level for sustainability materials
 - "Blueberry Award" general guidelines
 - Promotes excellence in children's writing
 - Climate Change with Children
 - Diversity
 - Grounded in real science
 - Call to action
 - <https://www.epl.org/blueberry-award-info/>
 - Possible prior limitation, not an indicator of future success
 - Discuss with Awards [internal and ALA Awards]
 - Chain of command on reaching out
 - Jen Ripka will reach out to the committee chair and CC Mandi
 - Discussing at meeting on Monday
- LLX / Membership Meeting Preparations
 - Jan 26 for us to have a membership meeting?
 - May merge with Steering Committee Meeting
- Next steering committee date (12/14) - skip or not?
 - Not skip, but January will be a Membership meeting

Steering Committee Session

Quorum: Yes

- Elections/nominating committee update (Tina)
 - Nominations due to ALA by December 31, 2023
 - Steering committee approves slate at the January 2024 meeting
 - Candidates invited to prepare blog post in February
 - Voting opens in March 2024 and winners announced in April 2024
 - Virtual meeting for candidate info session
 - Form to fill out by December 15th
 - Blog may still be out of commission, but we may be able to issue a newsletter instead
- Approve [minutes from October 12th, 2023](#) meeting, approved.
- Treasurer's update (Marcy)
 - Linked to full financial statement
 - Now in Q1 24
 - [FY 2023 Financial Statement](#)
 - Highlights
 - Beginning Net Assets (end of Q3 May, 2023) \$23641
 - Ending Net Assets FY 2023 \$27274
 - Projected Expenses FY 2023 \$ 3100
 - Actual Expenses FY 2023 \$ 3012
 - FY 2024 Q1 statement is due mid December, 2023
- Student membership coupons
 - Currently have 641 student members and 527 regular members
 - Coupons would cost us \$5 per student
 - We can cap the number of codes
 - Can make only usable for people just joining ALA
 - Coupon won't work for a renewal
 - We have to decide how many we want to have
 - It may be possible to make the coupon only usable for the student's first year of SustainRT membership
 - \$27000 - amount MAY go up
 - Every 1k = 200 student memberships
 - 2k = 500 student memberships
 - This term to determine demand.
 - Need parameters to keep from getting overwhelmed
 - Maybe just first 500, no restriction on renewal/signing up for the first time
 - Ensure we do have a way to track after the budget is exhausted
 - Pursue above course of action
- New business, none
- Adjourned