

Indiana University Librarians' Association (InULA)

Joint Executive Board Meeting Minutes

July 29, 2015

Present: Andrea Baer (IUB), Treasurer
Carey Beam (IUB), Representative-at-Large
Michael Courtney (IUB), Representative-at-Large
Julie Hardesty (IUB), Vice President/President Elect
Nazareth Pantaloni (IUB), Representative-at-Large
Christina Sheley (IUB), Secretary
Christina Wray (IUB), President

Absent: Latrice Booker (IUN), Immediate Past President

The meeting began at 2:20 p.m. in the Administrative Conference Room of the Wells Library, Bloomington.

The May Business Meeting minutes were approved with the addendum of adding the attendees list when located. The May Joint Executive Board Meeting minutes will be approved via e-mail.

1. Welcome New Board Members (Christina Wray)

2. IUSB Scholarly Communication Conference (Christina Wray)

Christina was approached by Craig Finlay at Indiana University South Bend (IUSB) about InULA helping to fund the upcoming Michiana Scholarly Communication Librarianship Conference (see 6/24/15 e-mail, "Hello! Welcome! Goodbye, we'll miss you!...and some InULA business"). After discussion via e-mail, it was determined that a formal budget/proposal needed to be submitted for consideration. Several Board members indicated that we also need to develop funding policies and evaluation criteria for potential partnerships. A formal budget was submitted via e-mail on 7/23/2015 (see e-mail, "Budget"), and the Board agreed to fund up to \$1,000 of the needed amount.

[Motion: Mike moved to "provide \$1,000 to support the Michiana Scholarly Communication Librarianship Conference to be held at Indiana University South Bend in 2016." Motion passed unanimously.]

Christina will contact Craig to discuss specifics of the sponsorship and determine how we might be credited for this act. We will request an InULA membership flyer be included in the conference packet.

3. Approve Scholarships & Grants Manual Changes (Christina Wray)

This agenda item was completed in May (see May 2015 Joint Executive Board Meeting minutes). It was determined an updated Scholarship and Grants Committee 2014-15 Annual Report needed to be included in the May Business Meeting minutes and on the Board's Box account. *Update: The May Business Meeting minutes have been changed and the most recent annual report is now in Box.*

4. Committee & Liaison Appointments (Board):

The Board discussed possible chairs, liaisons, and members for the InULA standing committees.

Book Sale Committee, Nick Homenda & Thomas Whittaker, 2015-16 Co-Chairs

Naz Pantaloni, 2015-16 Board Liaison

Amy Bailey (2015-16)

Gary Charbonneau (2015-16)

Michelle Dalmau (2015-16)

Karen Farrell (2015-16)

Elizabeth Hanson (2015-16)

Ruth Light (2015-16)

Kimberly Mattioli (2015-16)

Catherine Minter (2015-16)

Emily Okada (2015-16)

Chuck Peters (2015-16)

Communications Committee, Michelle Trumbo, 2015-16 Chair

Julie Hardesty, 2015-16 Board Liaison

Latrice Booker (2015-17)

Rivkah Cooke (2015-17)

Courtney Greene McDonald (2014-16)

Anne Haines (2014-16)

Sarah MacAfoose (2015-17)

Mary Popp (2015-17)

Constitution & Bylaws Committee, Wen-ling Liu, 2015-16 Chair

Christina Sheley, 2015-16 Board Liaison

Polly Boruff-Jones (2014-16)

Moira Marsh (2015-17)

Andrea Morrison (2014-16)

Librarians' Day Ad-hoc Committee, Christina Wray, 2015-16 Chair

Christina Wray, 2015-16 Board Liaison

Lori Dekydtspotter (2015-16)

Craig Finlay (2015-16)

Lou Malcomb (2015-16)

Chuck Peters (2015-16)

Scott Sandberg (2015-16)

Monique Threatt (2015-16)

NOTE: Christina will send out a call on the listserv to try and obtain representatives from regional campuses not currently on the committee.

Membership Committee, Carey Beam, 2015-16 Chair

Carey Beam, 2015-16 Board Liaison

Michael Courtney (2015-17)

Kate Moore (2015-17)

Naz Pantaloni (2014-16)

Randy Stoker (2015-17)

Tim Sutherland (2015-17)

NOTE: Carey will send out a call to try and obtain volunteers for campuses not represented on the committee who would be willing to solicit membership on regional campuses.

Programs and Social Committee, Madelyn Shackelford Washington, 2015-16 Chair

Andrea Baer, 2015-16 Board Liaison

Yan He (2015-17)

Jennifer Kelly (2015-17)

Gail McKay (2015-17)

Scott Sandberg (2014-16)

Monique Threatt (2015-17)

Andy Ulrich (2015-17)

Programs and Social Committee Members:

NOTE: Updated via e-mail "InULA Programs and Social Committee" send by Andrea Baer on 9/21/15.

Madelyn Schackleford Washington (Chair, 2015-16)

Scott Sandberg (2014-16) (Co-chair, 2015-16)

Andrea Baer (Board Liaison, 2015-16)

Yan He (2015-17)

Jennifer Kelly (2015-17)

Craig Finlay (2015-17)

Monique Threatt (2015-17)

Andy Ulrich (2015-17)

Scholarships and Grants Committee, Sherri Michaels, 2015-16 Chair

Michael Courtney, 2015-16 Board Liaison

Rebecca Baumann (2015-17)

Ria Lukes (2015-17)

Kate Mattioli (2015-17)

Cherry Williams (2015-17)

Board liaisons need to contact committee chairs with membership rosters so chairs can contact members and ask them to serve. In addition, board liaisons need to relay new and old committee charges (see below) and indicate that all committee members have been added to the appropriate Box account for communication and document sharing.

5. Committee Charges (Board)

A first, universal charge for all committees will be to elect a new Vice Chair. In addition to the charges listed on the InULA website (see Appendix A), committees need to consider the following in 2015-16:

Book Sale Committee: This committee should investigate a new charge related to Amazon sales and working with our book dealers. What is the next phase for InULA book selling? If so inclined, the committee can draft an additional charge and submit to the Board for discussion.

Communications Committee: The existing charge is incorrect and needs to be changed to only read "This committee shall compile, edit, prepare

and distribute all publications, both print and electronic, of the Association.” This committee is also charged with updating its manual.

NOTE: Ashley Ahlbrand now oversees the administration of the InULA website. The Vice President/President Elect is responsible for internal coordination and publicity on the website, including updates to the committee charges and membership. Listserv duties need to be added to the Membership Committee’s charge.

Constitution & By-laws Committee: This committee is charged with updating its manual.

Librarians’ Day Ad-hoc Committee: The initial committee charge is to plan and host IU Librarians’ Day and create a manual of the process. This charge can be updated by the committee as needed.

Membership Committee: This committee will keep its current charge, except the start date of the membership drive is now April 15. In addition, listserv duties need to be added. This committee will need to be ready to accept any hosting duties that may come from our larger, organization-wide conversations about membership.

Programs and Social Committee: This charge will be finished over e-mail. Tentatively this committee will host one social event, one professional development event, and one social gathering after Librarians’ Day (see 2/12/15 e-mail, “Future InULA Programs”). This committee will also take over the Ad-hoc Writing & Publishing Committee’s duties including hosting the summer writing workshops.

Scholarships and Grants Committee: No change to this committee’s charge.

The remaining agenda was tabled due to time.

6. State of InULA Conversation Thus Far

7. One Big Thing

Christina will e-mail the Board about the “one big thing” or a large-scale, one-time initiative that might be a writers’ retreat, national speaker, or PA support grant.

The meeting adjourned at 3:38 p.m.

Respectfully submitted,
Christina Sheley
Secretary

Appendix A: Current Committees Charges on InULA Website-August 3, 2015
(http://www.indiana.edu/~inula/wp_2012/history-2/)

Book Sale Committee

Charge: This committee shall organize a book sale normally held in conjunction with National Library Week

Communications Committee

Charge: This committee shall administer the InULA listserv and the InULA Web site. It shall compile, edit, prepare and distribute all publications, both print and electronic, of the Association.

Constitution and Bylaws Committee

Charge: This committee shall consider proposals for amending the Association's Constitution and Bylaws, and shall present such proposals to the membership for approval as specified in Article VII of the Constitution. The Committee chairperson shall also perform the duties specified in Article VIII of the Constitution.

Membership Committee

Charge: (From the InULA Constitution) It shall be the responsibility of the three Representatives-at-Large to administer member recruitment and retention. Duties shall include conducting the annual membership drive beginning August 1, contacting new librarians during the year to inform them about the Association and invite their membership, and assessing the needs and interests of members in order to advise the Executive Board in its planning.

Program and Social Committee

Charge: This committee shall organize at least one program of interest to the members. This committee shall also design, administer and publicize such activities as workshops, institutes or conferences for the professional development of librarianship. It may also organize a fund-raising event to support the InULA Research Incentive Fund.

Scholarship and Grants Committee

Charge: This committee shall receive and review applications for the research incentive fund and scholarship program applications and submit their recommendations to the Executive Board for approval and funding.

NOTE: Via the "Grants and Scholarships Budget" e-mail sent 9/16/15:
The budget is \$9,000.