

Indiana University Librarians' Association (InULA) Joint Executive Board Meeting

13 February, 2017

Present: Courtney Block, (IUS), Secretary

Michael Courtney (IUB), Representative-at-Large

Michelle Hahn (IUB), Vice President/President Elect

Julie Hardesty (IUB), President

Thomas Whittaker (IUB), Representative-at-Large

Christina Wray (IUB), Immediate Past President

Absent: Craig Finlay (IUSB), Representative-at-Large

Monique Threatt (IUB), Treasurer

The meeting began at 2:03 p.m. in room 043 of the Wells Library.

1. Approve [January 2017 meeting minutes](#)
 - Few name changes and verifications.
 - Motioned and approved.
2. Christina Wray leaving IU – she will still be an IU student, though, if we need to reach out.
 - Need InULA brain dump.
 - We will make sure we know where documents are located. Christina reminded us all pertinent information should be in Box.
 - Need board liaison for Grants and Scholarships Committee.
 - Julie will become the new liaison, and catchup with Wookjin, especially regarding the Nilson scholarship. We will be looking at applicants for the March meeting.
 - THE PHONE!!
 - We will need a new phone for conference calls. There are two in Human Resources, so we just need to contact them before board minutes to ensure we have a phone to use.
3. Regional Representation on the Board and Membership Levels
 - Courtney gave us an update regarding her emails to Naz regarding asking Constitution & By-Laws for help. These constitutional changes will be put to a vote.

- Membership levels are reduced to regular and student. We will need a vote to change these membership levels, though. We will also present this to Constitution & by-laws after they help us with changing wording regarding regional representation.
 - These issues will be explained at the business meeting, then a ballot will be sent and people will vote on these.
4. Statewide Libraries
- Jennifer Chaffin (re: in-house institute) communicated with Julie. Carolyn will talk to the Council of Head Librarians about this. Call for proposals have already been sent for the in-house institute and are due March 15, so the board anticipates an answer soon. No meeting yet for Statewide Libraries 2018 planning.
5. InULA Code of Conduct –
- The board discussed having a code of conduct regarding in-person events like Statewide Libraries day versus a general code of conduct. The MLA and DLF opening paragraphs are good examples of not targeting behavior but instead of reinforcing inclusion and acceptance – the board discussed doing something like this. Perhaps not even calling it a code of conduct, and just an organizational statement. Place it under the “About InULA” portion of the website. The board decided to have a general statement of inclusivity.
 - Does the board draft this ourselves or does a committee need to be pulled together?
 - Michelle will have the Communications committee will take a look and discuss. Their next meeting is March 20.
 - [MLA example](#)
 - [ARSC example](#)
 - [DLF example](#)
6. Committee reports
- Book Sale
 - Date of sale changed to April 8, 2017. We will post a save the date on the website and Erika will also email the listserv.
 - Communications
 - No updates.
 - Constitution and Bylaws
 - Courtney has emailed Naz about the regional representation changes.
 - Membership
 - Another reminder for paying dues was sent. About a dozen renewals occurred as a result. Some difficulty keeping track of all new hires outside IUB because of some HR notification changes. Discussion of contacting regional HR departments for new hire info. Suggestion of populating the membership committee with enough regional representation in the future. Maybe even sending out a periodic email to the listserv asking people to inform us of new hires. Maybe we can also ask HR to give out InULA info to new library hires.
 - Mugs – we found some glass ones. There was some confusion regarding if new mugs were ever ordered, but we could not find confirmation of that, and board members do not remember ever seeing new mugs, either. Why change mugs?

We cannot remember the vendor they came from. Also, just time for something fresh. How many people do we see using mugs? Perhaps a question for the membership committee for next year – to review what we give out, and suggest new options.

(Thomas left at 2:54 pm)

- Programs and Social
 - [Update from Craig via email]: I'll be contacting the grant recipients this week to schedule the best time for the April webinar. Given the fact that we have money for the Business meeting, we'll cater it along the lines of last year. I'll also send out the first announcement for the Indians game in June.
- Scholarship and Grants
 - Christina's last update! Scholarships and grants currently being reviewed. They are using the new rubric, so we will have some feedback on that. March 1 is the deadline for the Nilson scholarship. Julie will be the new liaison. Christina requested they update their manual, especially in regards to email templates calling for grant proposals.

Next meeting is Monday, March 20.

The meeting ended at 3:00 pm.

Respectfully submitted,

Courtney Block

Secretary