

**Indiana University Librarians' Association (InULA)
Board Meeting Minutes
August 25, 2016**

Present: Courtney Block (IUS), Secretary
Michael Courtney (IUB), Representative-at-Large
Craig Finlay (IUSB), Representative-at-Large
Michelle Hahn (IUB), Vice President/President Elect
Julie Hardesty (IUB), President
Monique Threatt (IUB), Treasurer
Thomas Whittaker (IUB), Representative-at-Large
Christina Wray (IUB), Past President

Julie called this meeting to order at 1:30 p.m. in Room 043 of the Wells Library, Bloomington

1. Approve meeting minutes from July -

- a. Edits:
 - i. Added Michael Courtney to list of board members.
 - ii. Corrected a typo in Sarah McAfoose's name.
- b. We discussed that Courtney, as Secretary, may need to upload all the minutes to AIM.

2. Committee confirmations –

- a. The committee had not heard from Ashley Hinshaw nor Emily Burton. Since efforts at communication were made with these two people, the committee moved forward with confirmation, and all committees were confirmed.
- b. Miriam Murphy was added to Grants & Scholarships.
- c. We confirmed the following people as vice chairs for committees – Sara Lowe (Vice Chair of Communication Committee); Meg Meiman (Vice Chair for Membership Committee).
- d. We added Carrie Schwier to the Program and Social Committee.
- e. Book sale committee was updated on the website.

3. Request from the Music Library –

- a. They have extra scores and LPs and want to do a one-day sale. They don't have the capability to handle money, though, so Mike Knott asked InULA if it was possible. Discussion – the committee agreed to move forward with this. Michelle Hahn and Chuck Peters will be spearheading the sale. We decided to allow the music library to determine what percentage InULA will receive as commission.

4. Field trip to update signatories –

- a. Christina, Julie, Monique, and Michelle are meeting at Credit Union this Friday, August 26), to add Monique and Michelle to the account. This will produce new cards and remove Andrea Baer from the account.
- b. We confirmed that the Secretary does not need to do any witnessing.
- c. Discussion was held regarding if Monique's name will be on the card if the IU Credit Union cannot have a corporate name on the card.

5. Auditor for 2015-2016 –

- a. Undetermined.
- b. Discussion of where the Treasurer's spreadsheet is located for 2015-2016. Christina uploaded the 2014-2015 audit report. Need to reorder checks. Discovered another card with Andrea Baer's name to be destroyed.

Monique left the meeting at 2:15 pm.

6. Research incentive fund grants rubric review –

- a. The committee discussed a document outlining a grants rubric. We discussed linking it under the eligibility guidelines or the application form, so it is apparent to all applicants.
- b. We decided to add in those already required components, such as letters of support, etc.
- c. We decided not to apply a set score that needs to be achieved.
- d. We decided to make our edits, then present this to the Scholarship & Grants committee to review.
- e. The objective appeared to be potentially problematic, especially the "testable research" and "experimental" wording. Such wording will be removed.
- f. Consideration: when to update the site and change guidelines in respect to grant submission deadlines; letting applications know that changes to the guidelines are happening.

7. Librarian's Day –

- a. Julie has been invited to the Council for Head Librarians meeting on October 31 to discuss. And a meeting with Caroline on October 24.

8. Action items -

- a. Send email to InULA that committees are finalized.
- b. Bank account field trip.
- c. Monique will send auditor reports.

Meeting adjourned at 2:45 pm.

Next meeting: Thursday, September 22 at 1:30 pm.

Respectfully submitted,
Courtney Block
Secretary