

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

27 September, 2012

Present: Chanita Bishop (IUB), Representative-at-Large  
Latrice Booker (IUN), Representative-at-Large  
Michael Courtney (IUB), Secretary  
Lori Dekydtspotter (IUB), Vice President/President Elect  
Jennifer Laherty (IUB), Treasurer  
Kate Moore (IUS), President  
Christina Wray (IUB), Representative-at-Large

The meeting began at 10:45am in the Administrative Conference Room of the Herman B Wells Library, Bloomington.

1. President Moore sought approval of the 23 August, 2012, Executive Board meeting minutes. With the addition of the added charge to the Ad Hoc Writing and Publishing Committee, Lori moved to accept the minutes with this addition and Christina seconded this motion. There being no further discussion, the board voted unanimously to approve these minutes.
2. Kate discussed moving the archives of *InULA Notes* to IUScholarWorks. Kate proposed hiring an intern to oversee this project that also includes migrating content from the current InULA website to AIM (Archives of Institutional Memory) through the creation of PDF-A files and uploading them as well as migrating InULA's newsletter, *InULA Notes*, from current website to OJS (Open Journal Systems)). The Board discussed allotting \$450.00 (40-50 expected work hours at \$8.55 per hour) to be paid in a lump sum upon completion of the project. Lori moved to approve this allotment and Jen seconded the motion. The Board unanimously approved the funding of this project. Jen offered to supervise the intern and Kate and Jen will draft a job posting for this position.
3. Kate proposed the Board formally charge the Communications Committee to review the new InULA website and review content for functionality (link testing) as well as ensuring there is no missing content. Kate provided a deadline of January 1, 2013, to complete this review.
4. Kate proposed the creation of a webmaster position to oversee the new InULA Wordpress website as well as providing backend

- technical support. The Board discussed the possibility of this being a 2-year appointed position with the possibility of renewal. Kate and Christina will draft a position description and Kate will send out an email soliciting interest in this position from InULA members. Jen proposed that this position be a regular InULA member and not a student and the Board agreed unanimously with this proposal.
5. Jen gave the Treasurer's report. Jen stated that there has been little activity beyond depositing recently submitted membership dues from InULA members. Jen discussed the 2011-2012 InULA Auditor's Report prepared by Jo McClamroch. Total assets for InULA as of June 30, 2012, are \$40,543.03. The Board discussed conflating the two money market sub-accounts currently active into one account. Due to InULA currently maintaining a regular savings account, a checking account, and two separate money market savings accounts, the Board agreed that conflating the two money market savings account into one would improve efficiency and reduce redundancy.
  6. Jen proposed that the InULA scholarship program be formally changed in name to the Julieann V. Nilson Scholarship. The Board agreed unanimously with this proposal and Jen will investigate the procedure for implementing this proposal.
  7. Individual committee reports were then provided as follows:
    - a. Ad Hoc Writing and Publishing Committee: No updates.
    - b. Book Sale Committee: The annual Book Sale dates are April 6-7, 2013. Lori will pursue having an informational page on the InULA website about the Book Sale and will also explore creating fliers advertising the Book Sale to be placed at library service points.
    - c. Communications Committee: Christina reported that the committee is currently working on InULA Notes. Stacy Konkiel will update the website in this respect. Christina will work with the Committee to appoint a vice-chair.
    - d. Constitution and Bylaws Committee: The committee will meet in October, 2012, and Latrice will work with the committee to appoint a vice-chair.
    - e. Membership Committee: The committee recently met and

Latrice drafted a renewal letter to be distributed to InULA members who have not yet paid their dues for 2012-2013. The committee will distribute this letter via email. The committee will also contact, via email, new librarians who are not yet InULA members. The committee appointed Ria Lukes as vice-chair.

- f. Program and Social Committee: The committee will meet in October to begin planning the annual Holiday luncheon. Kate will pursue appointing a committee vice-chair.
  - g. Scholarship and Grants Committee: No updates. Kate proposed the committee host a session at the annual Librarians' Day to promote InULA scholarships and grants.
8. Kate discussed the InULA Notes newsletter logo. Kate will re-distribute the logo choices and the Board will consider how to proceed.

The meeting adjourned at 11:56 am.

Respectfully submitted,  
Michael Courtney  
Secretary