

ARLD Meeting Agenda/Minutes

MELSA Conference Room

1619 Dayton Ave.

St. Paul, Minnesota 55104

Meeting: Friday, 7/17/2015 from 2:00 PM to 4:00 PM

Present: Jayne Blodgett, Amanda Mills, Jenny Sippel, Michael DeNotto, Jonathan Carlson

Absent: Dan Reeves, Diana Symons, Solveig Lund

1. Additions to the agenda?

none

2. Review and approve the June minutes

approved without objection

3. Personnel issues (Amanda and Jayne)

- Letter sent to current chair asking them to confirm commitment to position. No response.
- Chair elect will be stepping in as Chair, effective immediately.
- Letter will be sent to current chair notifying them of change.
- This decision was approved without objection.

4. Succession/Bylaws discussion (Amanda and Jayne)

- I. Here are links to the bylaws for ARLD (Most relevant sections: 5-9), MLA (Most relevant sections: 14.3.1 – 14.5.2) and ACRL (Most relevant section: Article XVII, Section 1)
- II. Should we clarify in our bylaws when to *remove* someone from a position/what constitutes a de facto resignation?
- III. Who takes on chair-elect duties for the remainder of this year? What happens with the Past Chair position next year/who takes on past chair duties?
- IV. Do we need to bring proposed ARLD bylaw changes, as proposed amendments, to our annual meeting at MLA? See: ARLD bylaws, Article XI (re: amendments)

Look at 14.3.1 language from MLA bylaws

Possible causes include:

- Incommunicado
- Missing meetings without excuse (1 for chair, 2 for other member--for the duration of the term of position)
- Not fulfilling duties

Board members would have the right to appeal if asked to step down at the board meeting following such a request.

Jonathan will email inconsistencies in how “Communications Officer” position is referenced in bylaws to fix for consistency.

- Article V. Section 1. “an Member Communication” should be changed to “a Communications Officer”
- Article V. Section 4. “Member Communication” should be changed to “Communications Officer”

Amanda will take this to MLA board for feedback. ARLD Board will review in August meeting. Then will send out to ARLD members after to be reviewed and discussed at ARLD Business meeting in October.

Add something like the following to the Article V Section 10 to bylaws:

- in the event of permanent loss of past chair,
 - current past chair could choose to stay on in that position
 - former member of ARLD board could be asked to serve
 - board works collaboratively to fill duties (subcommittees, etc)

Amend Article V section 9 to the following:

In the event of the permanent loss of the Chair, the Vice-Chair shall assume the office of the Chair for the remainder of the current year--while maintaining duties of Vice-Chair with assistance of the board--and continue serving as Chair for the following year.

Change any mention of “Academic Librarian of the Year” to “Innovator Award”

- Article VIII. Section 1

Final note/assignment: Board members should review the bylaws for any changes and let Amanda know prior to the next ARLD Board meeting of any suggestions.

5. MLA Board Update (Amanda)

- Amanda attended 1st MLA board meeting today.
- Proposed changing name of lobbyist to more accurately reflect funding sources.
- 2017 MLA conference will be in Rochester.
- Legislative focus on ENGAGE - website system to facilitate advocacy, etc. - question about who will maintain this system
- MLA board recommends ARLD conduct a survey via surveymonkey via RoundUp prior to MLA conference so we can discuss results at MLA business meeting

6. ARLD Budget (Amanda)

- Amanda will email a document, but bottom line: we have money.
- UPDATE (8/18) - here is the [June 2015 MLA budget](#), which includes the ARLD budget. -AM

7. ARLD Annual report (Amanda and Jayne)

Jayne will work on it this weekend and send it out for review next week.

8. Elections...and MN Academic Librarian of the Year? (Amanda, Jayne & Nominating/Elections Committee)

Jayne sent a [document](#) with a timeline.

Up for elections this year:

- Secretary

- Member at large
- Chair elect

Eblast recruitment letter should be sent out next week. Jayne will draft it and send it to Jonathan. Google form will be used to collect nominations, which Jayne will create. Aug 8 preliminary deadline for nominations, which gives us time to do more recruiting if necessary. Please reach out to folks who you think would be good.

9. ARLD Annual Meeting at MLA Conference (Amanda and Jayne)

I. Coordinated by Chair-Elect

Amanda will work with Jonathan on getting eblast for poster session. Mike, Amanda & Jonathan will review poster session proposals. Amanda will communicate with MLA planning committee about needing poster stands for the meeting room. Jayne will bring extra poster board for mounting.

Jayne will add last year's business meeting agenda to wiki/share with Amanda. Add Innovators award to agenda. Repeat game with prizes.

10. Preservation of ARLD Day Presentations and MLA Posters (Jonathan)

Tabled

11. Update on Dialogues? (Diana, Jenny, Solveig)

12. Innovator Award – Bring ideas for revising, publicizing, etc. to this meeting

Innovator award will be announced at MLA conference ARLD board business meeting. Innovator will not be asked to give a presentation. We will include a brief description of why they were nominated/chosen during the announcement.

When we announce the innovator award in communication, we will provide some examples to give people inspiration. Jayne will draft something and share with board at next board meeting.

ONE Email to be sent for the following: Innovator award, call for poster session proposal, elections

13. Communications Update (Jonathan)

Jonathan attended the MLA Communications Committee meeting on 7/16. They discussed the current social media feeds and setting up timed posts before the MLA conference to be delivered through the conference. We discussed recommending an external Website/email content provider and manager rather than Management HQ to MLA and decided against it as the major issue with Management HQ is communicating with various parties how to contact them to update the site. A preliminary analysis of the MLA website was done and it was found that several divisions were lacking current Minutes on their pages (including ARLD). Jenny contacted Tammy with the minutes that need to be posted.

14. Membership Update (Solveig)

tabled

15. Intellectual Freedom – Does someone want to take this on?

tabled for next meeting

16. Legislative Update (Mike)

covered in item 5

17. Legislative Forum (Amanda, Jayne, Jonathan)

Amanda, Jayne and Jonathan attended the Legislative forum on July 8.