

**LIBRAS Spring Director's Meeting**  
**April 17, 2014**  
**Kendall College**

**Present:**

Alexis Carscadden, Kendall College; Marcille Frederick, Trinity Christian College; Jack Fritts, Benedictine University; Mike Kathman, Saint Xavier University (interim); Felice Maciejewski, Dominican University; David Malone, Wheaton College (President); Katie Maier-O'Shea, North Park University (Past President/Continuing Education Coordinator); Rebecca Miller, Trinity International University (proxy for Rob Krapohl) ; Elaine Fetyko Page, Elmhurst College (Vice-President/President-Elect); Shannon Pohrte, University of St. Francis (proxy for Terry Cottrell); Lisa Richmond, Wheaton College (via phone); Yana Serdyuk, Concordia University; Arlie Sims, Columbia College of Chicago (proxy for Jan Chindlund); John Small, North Central College; Susan Swords Steffen, Elmhurst College; Anne Thomason, Lake Forest College (proxy for Jim Cubit); TJ Urbanski, Lewis University; Aimee Walker, North Central College (Communications Director); Amy Weidner, Benedictine University (Secretary); Larry Wild, Judson University

**Absent:** Jill Bambenek, Dominican University (Treasurer); John Law, Aurora University

**Introductions & Welcome:**

The meeting of the LIBRAS Executive Committee and Member Library Directors was called to order at 10:01 AM on Thursday, April 17, 2014 at Kendall College in Chicago by President David Malone. David welcomed all present and all attendees introduced themselves.

**Update on Tax Exempt Status:**

David Malone stated that LIBRAS lost tax exempt status in 2011. Communication with the IRS consisted of several back and forth exchanges until the LIBRAS leadership change resulted in the IRS halting communication.

Terry Cottrell has given all documentation to David Malone who is making a motion to grant power of attorney to William A. Price, attorney at law. Motion was second by John Small, all were in favor.

A second motion was presented by David to allocate up to \$2,750.00 to cover legal expenses (approx. \$150 an hour, estimated at 10-15 hours of work) and the \$400 filing fee to regain 501c3 status.

Seconded again by John Small, all were in favor.

A third and final motion was made by David Malone to empower the LIBRAS Executive Committee to work with William A. Price or any other attorney and the IRS to resolve the loss of LIBRAS' non-profit status. Motion was seconded by Mike Kathman, all were in favor.

**Budget Report:**

Treasurer Jill Bambanek was absent so the report was delivered by President David Malone. All dues have been received. Jill notified David Malone that she received \$200.00 check from the IRS, it is unclear on why it was received.

**Approval of Mel George Award:** via David

David Malone reported that Mark Vargas formerly of Saint Xavier University has been nominated for the award for his service and contributions to LIBRAS. The Executive Team has received and approved this nomination. David requested the attendees to approve/endorse the nomination, all were in favor.

A request was made for the requirements of the award to be summarized and David read from both the Nomination Requirements document and the nomination email that he received.

David stated that interest has been shown in reviewing the award to see if there's a way to adopt "technology innovation" as a qualification for nomination. Historically the award has been given in recognition of "long standing achievement". Additional interest in updating the language to encourage the nomination of newer librarians was expressed.

#### **Annual Meeting Date and Host:**

David Malone reported that the date for the annual meeting has been set for Wednesday, May 28. Benedictine University has offered to be the host again this year. Elaine Fetyko Page is currently working on the programming using feedback from both the SIG and Fall Director's Meeting when requests for more information on how institutions are supporting increasing numbers of distance and online learners were made. The format for this program is undecided and it was suggested that a panel would not be appropriate. A speaker could be invited if one could be identified. TJ Urbanski suggested a person from Joliet Junior College where they have a position that strictly supports the online program, and Shannon Pohrte also suggested a person in a similar position at St. Francis. A speaker from a 4-year institution is most desirable as that is the type of institution LIBRAS represents and the format should be informative and inspirational. Suggested items to be addressed include: assessment, library access, standards, how to provide rich library content, what kind of services we should be or can/can't provide, intentional v.s passive service, assumption of library services by new/younger faculty, etc.

#### **Continuing Education Report:**

Katie Maier-O'Shea reported that we are close to the exact amount allotted for continuing education. This year we received 28 applications and 13/17 LIBRAS schools received funding which is an all-time high. It is believed that recent changes to the application (the removal of the required conference report and the ability to apply online) may account for the increase however; the online application process has resulted in an increase of incomplete applications. A few decisions were delayed until a later round and Katie is waiting for the Executive Committee to vote on the overall approval for Spring funding. Concern was voiced that there was a misunderstanding that continuing education funding was for registration only, so clarifying this may further increase the number of applications submitted as well as the number of institutions requesting funding.

#### **Constellation and ILEAD U:**

Aimee Walker and Amy Weidner reported that they applied for and were awarded a grant via the Illinois State Library ILEAD U program to create additional materials and documentation for the institutional repository known as Constellation. The team consists of themselves, Caroline Sietmann of Dominican University, Andy Meyer of North Park University and Julie Wroblewski of Benedictine University. The first meeting was at the end of March with additional meetings at the end of June and October of this year. The current next step is to survey the LIBRAS Directors LISTSERV to query the interest, status and contacts of all LIBRAS libraries regarding institutional repository use. They will report on the status of the project and results of the survey at the LIBRAS Annual Meeting.

#### **Associated College of the Chicago Area (ACCA) Pedagogy Symposium**

Elaine Fetyko Page reported that this Fall Elmhurst College will hold the ACCA pedagogy symposium in partnership with their Center for Scholarship & Teaching. As a result of conversations and feedback from the last symposium they are asking for librarian participation. If LIBRAS schools can draw attendance there will be a library track offered. Event information: Saturday, Nov. 1 at Elmhurst College from 9:00 AM – 2:00 PM with both breakfast & lunch served.

### **2014-2015 LIBRAS Executive Committee Nominations:**

David reported that no nominations or volunteers for the nominating committee have been received. LIBRAS needs candidates for the positions of treasurer and Vice President/President-Elect (a 3 year term). Katie Maier-O'Shea, Felice Maciejewski and Mike Kathmann volunteered to serve as the nominating committee. Candidates must be selected and voted on for before the annual meeting so that the new Executive Committee can be introduced at that time.

### **CARLI Funding:**

Felice Maciejewski reported that on March 7 CARLI received the final report from the Administrative Review Advisory Committee (In late in 2012, the University of Illinois initiated an in-depth review of the units comprising University Administration) that contained a recommendation (#24) that directly affected CARLI.

The recommendation stated that the "subsidy" for CARLI should be reduced over a 3-5 year period to cover only infrastructure, space and utilities. Upon learning of this recommendation Susan Singleton alerted the CARLI Board and the Board met with Susan Singleton to discuss the implications of the recommendation and began efforts to meet with the VP (Dr. Pierre) to share information regarding CARLI that may not have been known. The CARLI Board has also drafted a response addressing numerous points of the recommendation.

Felice also reported that the Central Administration Office of the University of Illinois has a new budget process and CARLI was informed that CARLI will have the opportunity to put forth a budget request. The CARLI Board will meet with Dr. Pierre at the next CARLI Board of Directors meeting on June 6. In addition, Dave Trotter, President of the Federation of Independent Illinois Colleges and Universities was contacted to advocate on the private institutions' part and, if necessary, ILA and IACRL will be contacted for assistance.

Many LIBRAS directors inquired what actions they and their libraries should be taking. Felice suggested that all directors watch and wait for a letter from CARLI that will contain background on what Rec #24 means and provide some talking points. It is unknown if that communication will be in print, electronic or both, but with the number of interim directors at LIBRAS schools concern was expressed regarding missing the communication.

LIBRAS schools can also help by ensuring that their administrators know what CARLI is and what CARLI provides, as well as explaining I-Share. Review the 2013 ROI letters and make note of how much money your membership in CARLI saves your library. Use those numbers in conversations with administration. Also, pay close attention to anything received from CARLI via mail or email and share stories of both LIBRAS and CARLI history and how we support each other. David invited all directors to use the email listserv to share those stories.

**Update:** per an email from Felice Maciejewski dated April 23, 2014. Dr. Pierre has a better understanding of CARLI funding and the impact of potential cuts. She asked that LIBRAS Directors cease any action and continue to await and follow any instructions from CARLI. The CARLI Board will be meeting several times before the meeting with Dr. Pierre in June. Felice will alert you to any new developments or actions, if necessary.

### **Upcoming LIBRAS programming:**

Elaine Fetyko Page reported the upcoming dates for LIBRAS SIG events and requested that all directors encourage their staff to attend.

- April 22, Tech Services SIG at North Park University
- May 7, Collection Management SIG online meeting regarding "Art in Your Library"
- June 9, Archives SIG webinar on Creating Online Exhibits

### **Reports of the Member Libraries:**

*Kendall College* (Alexis Carscadden, Director): Kendall had a great year, hired 1 part timer and is in the process of hiring another. Construction is over and everything is beautiful. The unfortunate news is that Kendall's new status means they can no longer be a part of CARLI effective 2017. HLC is returning this Fall and they have a new English language institute.

*Saint Xavier University* (Mike Kathman, interim Director): They are in phase 3 of renovation and broke ground for a campus in Gilbert, AZ. Ranked #1 for online nursing programs in the country and they are currently searching for a new director. Mike will be gone after June 2014.

*North Park University* (Katie Maier-O'Shea, interim Director): Katie is still acting as the interim co-director while the search for a new director continues. They are currently remodeling the lower level. Their provost has left the institution.

*Trinity Christian College* (Marcille Frederick): After several years the Dutch language newspaper that was being digitized per the request of the Roosevelt Study Center in the Netherlands is finally live. A candidate for their open position was not found and the search has been delayed indefinitely. The institution is moving forward with online courses in a big way. The President of Trinity is leaving in June to become the head of a church.

*Lewis University* (TJ Urbanski, Director): TJ started on January 13, 2014 and was hired to be an agent of change. He's currently listening to feedback from all areas of the library.

*Trinity International University* (Rebecca Miller, proxy for Rob Krapohl): Trinity has a new president and the faculty are happy. Their Theological Librarian left the institution and they are in a hiring freeze. They are heavily purchasing ebooks, especially via a PDA program and a working with Theological School Consortium.

*Columbia College of Chicago* (Arlie Sims, proxy for Jan Chindlund): Arlie distributed the Chicago Collections Consortium flier and reported that the portal is ready. They have a new provost from Kent State. The plans for the new library building are on hold.

*Elmhurst College* (Susan Swords Steffen, Director): The library is currently down a couple of people due to family leave and sabbatical, but they will be fully staffed in the fall. The library should be getting all new furniture before classes start in September.

*Concordia University* (Yana Serdyuk, Director): Their President retired last summer and they have 3 finalists for the position. A decision will be made in May/June.

*North Central College* (John Small, Director): 90% sure there will be a library renovation this summer. EBSCO Discovery Service went live on their campus this Spring. The Dean/Provost is retiring and they hired a new president last year.

*Judson University* (Larry Wild, Director): Things are improving, the library is stable.

*University of St. Francis* (Shannon Pohrte, proxy for Terry Cottrell): Their new president has been there almost a year. Terry Cottrell is now the CIO (December 2013).

*Benedictine University* (Jack Fritts, Director): Our provost is leaving in 3 weeks and 2/5 deans are acting as interim. We are currently hiring an Access Services Librarian and a Science Librarian.

*Lake Forest College* (Anne Thomason, proxy for Jim Cubit): Lots of Archives changes including reevaluating off-site storage and thinking about digital preservation. The Circulation Supervisor position is open, but they are not interviewing until June.

*Dominican University* (Felice Maciejewski, Director): Dominican is in the process of HLC accreditation, and is spending time on the self-study right now. A new nursing program is starting in the fall and they have a new VP for Admissions.

*Wheaton College* (Lisa Richmond, Director): Wheaton just had their HLC visit and it went well. The library is developing an Information Literacy curriculum while the college as a whole reviews the general education program. They have started a shelf-ready/catalog ready project with YBP for new materials.

**Adjournment:**

The meeting was adjourned at 12:10 PM by David Malone, LIBRAS President.

**Minutes submitted by:** Amy Weidner, Secretary

**Approved by:**