

# **LIBRAS**

## **Annual Report for 2007-2008**

Submitted by Mark A. Vargas, President

19 May 2008

## Officers for 2007-2008

President	Mark Vargas	Saint Xavier University
Vice-President	Jennifer Paliatka	Elmhurst College
Treasurer	Jack Fritts	Benedictine University
Secretary	Rebecca Miller	Trinity International University
Past President/Continuing Education Coordinator	Sally Anderson	North Park University
Access Services SIG chair	vacant	
Archives SIG chair	Kim Butler	North Central College
Archivist	Anne Jenner	North Park University
Circulation/ILL SIG chair	Carol Warner	Judson College
Collection Development SIG chair	Katie Maier O'Shea	North Park University
Communications Director	Ryan Williams	North Central College
Reference SIG chair	Cheryl Howe	Saint Xavier University
Serials SIG co-chair	Marie Hay	Trinity International University
Serials SIG co-chair	Jennie Johnson	North Central College
Technical Services SIG	vacant	
Nominating Committee members	James Kusik	Saint Xavier University
	Yana Serdyuk	Columbia University
	Ken Orenic	Dominican University

## Officers for 2008-2009

President:	Jennifer Paliatka	Elmhurst College
Vice-President:	Jack Fritts	Benedictine University
Treasurer:	Marie Hay	Trinity International University
Secretary:	Ken Orenic	Dominican University
Past President/Continuing Education Coordinator:	Mark Vargas	Saint Xavier University

## Highlights of Activities

- Continued focus on Strategic Planning Goal 2c which emphasizes using membership (local experts) for our programming
- LIBRAS subsidized 28 members from 12 different libraries for various conferences, workshops and other continuing education events this year.
- LIBRAS was the official sponsor of the LOEX Friday night talk by Chicago Tribune reporter/photographer team Rick Kogan and Charles Osgood.
- Implemented policy changes regarding budget:
  - Kept a reserve fund equal to the average of the previous three years' budgets
  - Added two more deadlines for applications for continuing education and conferences
- Meetings
  - one Transition meeting
  - two Executive committee meetings (one by conference call)
  - two Directors' Meetings
  - two LIBRAS open meetings
  - four SIG meetings

## Treasurer's Annual Report (through April 30, 2008)

### BUDGET

#### INCOME

Dues	\$8,500.00
Interest	300.00
Transfer from Reserve Fund	\$3,150.00

#### EXPENSES

Continuing Education	\$5,333.20
Professional Development Grant	\$825.00
Research Grant	
Conf.: LOEX, IACRL	
Hospitality	\$64.95
Legislation	
Miscellaneous	
Programming	
Public Relations	\$1,000.00
Communications Technology	

#### TOTAL

**\$11,950.00**

**\$7,223.15**

As of April 30, 2008, \$4,726.85 in expenses had not been paid. Those funds were earmarked for LOEX conference registrations and summer continuing education activities. The Consortium has already paid out over \$7,000 in support of member personnel participation in conference and continuing education activities. An additional \$4,113 is expected to be paid for LOEX and summer activities. The current projection is that we will end the fiscal year with a positive balance of about \$500.00. A final financial statement will be produced when all outstanding obligations have been fulfilled.

The Executive Committee had several discussions over the financial state of LIBRAS. At the spring directors' meeting it was decided to redefine the mandatory financial cushion to an expected total of \$2,000.00. This target will be reached in approximately three years. The approved budget for fiscal 2009 (attached to this report). In essence, the decision made was to shift the remaining certificate of deposit (app. \$10,000) to a money market or other interest bearing account. \$2,000 of those funds will be added to the conference registration line for fiscal 2009.

Finances will continue to be a concern requiring careful stewardship of our funds.

Respectfully submitted,

Jack Fritts,  
Treasurer

# **Vice-President/President-Elect Annual Report**

## **Membership Program #1**

The first membership program for the 2007-2008 year took place at Elmhurst College on April 1, 2008. Mark Vargas and James Kusik from Saint Xavier University presented a session on Online Tutorials in the academic library. There were thirteen attendees from Elmhurst College, St. Xavier University, Aurora University, Lewis University, Wheaton College and Benedictine University.

## **Membership Program #2**

The second membership program for the 2007-2008 year is scheduled at Judson University on May 22, 2008. Elaine Page and Susan Swords Steffen from Elmhurst College, Caroline Seitmann from Dominican University, and Lisa Richmond from Wheaton College, will present on the various aspects of Scholarly Communication.

The **Annual Membership** meeting for the 2007-2008 year will take place at Judson University on May 22, 2008.

Respectfully submitted,

Jennifer Paliatka,  
Vice-President/President-Elect

## Past President/ LIBRAS Continuing Education Coordinator Annual Report

- At their Fall 2007 meeting, the library Directors added two more deadlines for applications for continuing education and conferences: October 1, February 1, and April 1. Applications submitted after the October and February deadlines will be held until the next deadline. Applications not approved after the April deadline will expire and may be resubmitted for the October deadline.
- LIBRAS was able to subsidize 28 members from 12 different libraries for various conferences, workshops and other continuing education events this year.
- All individuals who received LIBRAS funds submitted written reports of their activities; these reports can be found on the LIBRAS website under “About LIBRAS” and “Continuing Education & Professional Development:”  
<http://www.libras.org/ContEd.html>
- The annual LOEX conference (instruction) was held in Oak Brook this year; LIBRAS participation was strong:
  - Rosemary Henders from North Central College served as LOEX 2008 Co-Chair and Peg Cook from Elmhurst College served on the planning committee;
  - There was a pre-conference tour of Elmhurst College Library (over 70 in attendance heard an engaging presentation by Susan Swords Steffen and their architect about their information literacy program);
  - LIBRAS was the official sponsor of the LOEX Friday night talk by Chicago Tribune reporter/photographer team Rick Kogan and Charles Osgood. Excellent presentation and capacity audience.
  - Susan Swords Steffen and Elmhurst colleagues presented a session on information ethics as incorporated into a new GE course they are implementing at Elmhurst.
  - Several Dominican LIS students were represented in the poster sessions;
  - LIBRAS funded 10 conference registrations for members from several LIBRAS institutions: Elmhurst, North Central, North Park, Dominican, Judson, Trinity International, Judson, Columbia, and Benedictine. See LIBRAS website for their reports.

# Breakdown of Continuing Education Funds through May 15, 2008

## 1. LIBRAS Grants

- **Professional Development Grant:** Nancy Falciani, from Wheaton College, received \$500 to be used toward her MLS degree program at UIUC.

## 2. Continuing Education Funds

**Category A Events Attended.** *Attendance at conferences that cover subjects of relevance to the operations of academic libraries -- specifically ACRL, IACRL, ILA, LOEX and ALA (annual conference only). The Executive Committee and the Past President/Continuing Education Coordinator will consider multiple requests for funding from each member institution. LIBRAS will pay the registration, only at the early bird rate, for anyone who is eligible.*

### **ACRL Immersion 2007 (Illinois):**

- 2 attendees from Benedictine University (one in each track)
- 1 attendee from Lake Forest College
- 1 attendee from Aurora University
- 1 attendee from Trinity International University

### **LOEX:**

- 1 attendee from Trinity International University
- 2 attendees from Dominican University
- 2 attendees from Judson College
- 2 attendees from North Central College
- 1 attendee from Benedictine University
- 1 attendee from Columbia College
- 1 attendee from North Park University

**ALA 07:** (note: these names also appear on the 2006-07 annual report, but were not paid for until this year)

- 2 attendees from Concordia University
- 1 attendee from Trinity International University

**Category B Events Attended.** *Attendance at pre-conferences, conferences and workshops of specialized interest that are not sponsored by LIBRAS. Ordinarily, only one person per library will be funded for a given event in this category.*

*For any conference, or workshop, where the registration is less than \$50.00 and where LIBRAS funded travel, lodging, and meals are not necessary, LIBRAS will fund the entire registration fee. For any pre-conference, conference, or workshop where the registration is more than \$50.00 and where travel, meals and/or lodging is necessary, LIBRAS will*

*fund up to half the total to a maximum of \$500.00. (Refer to the Travel and Reimbursement Policy in the Administrative Handbook for further details regarding travel and lodging.)*

- Charleston Conference: Issues in Book & Serial Acquisitions (Lake Forest)
- Rare Book School, University of Virginia (Benedictine)
- Distance Education conference in Poland (Benedictine)
- Internet Librarian Conference (Elmhurst)
- WebGUI User's Conference (Wheaton)
- MAC: Midwest Archives Conference (Wheaton)
- Oral History Conference (North Central)
- Online Conference: Combating Student Plagiarism (Dominican)
- ARL Institute: Scholarly Communication+ (Elmhurst)

**3. Applications approved for Summer 2008 (to be paid from 2008-09 budget):**

ALA 08 (2 from Concordia)

Modern Archives Inst. (1 from Dominican)

ACRL Immersion (1 from North Park University)

Respectfully submitted,

Sally Anderson

Past President/ Continuing Education Coordinator

May 2008



# **Secretary's Annual Report**

## **General Meetings Held**

LIBRAS Directors met September 27, 2007 at Trinity International University and on April 22, 2008 at Kendall College.

The Executive Committee met on June 7, 2007 at St. Xavier University, on September 4, 2007 at St. Xavier University, and on March 17, 2008 at Elmhurst College.

The annual meeting will be held on May 22, 2008 at Judson College.

## **Meeting Minutes**

Minutes from the above listed meetings will be posted on the LIBRAS website.

Reports from all meetings, officers and committees will be collected and placed in the LIBRAS Archives, located in the North Park University Archives.

Respectfully submitted,

Rebecca Miller, Secretary

May 7, 2008

## SIG Annual Reports

**Archives SIG:** This was the inaugural year of the Archives SIG. One meeting was held at North Central College on December 4, 2007. This was a very well-attended meeting with representatives from ten LIBRAS institutions. Since this was the first meeting, no program was specifically planned, simply meeting one another and discussing our situations and uncovering what possibilities exist for future programming. A second meeting was not planned due to workload of the SIG chair and the departure of the informal SIG co-chair. A meeting in June or July is possible depending on interest.

**Reference SIG:** The Reference Librarian Special Interest Group met in the month of November and in February at St. Xavier University, Orland Park Campus. A guest speaker, Dr. Cleamon Moorer discussed the problem areas the students are experiencing when doing research and how the librarians can address this problem. Bibliographic Instruction Lessons and Orientation handouts were discussed and shared to give new ideas to enhance our current lessons. Library blogs, wikis and other forms of reference chat were demonstrated by Dominican University. Database tutorials are now being used to walk a student through using the library databases and doing a search. Some universities already have incorporated a tutorial on the library and its resources as part of an English course. One issue that will carry on to the next year will be distance learners and addressing their needs. The consensus at the last meeting was that these meetings are informative and benefited all that attended.

**Serials SIG:** The LIBRAS Serials SIG held one meeting for the 2007/2008 year on Thursday, November 8, 2007 from 9am until noon at Crown Library, Dominican University. Eleven people attended to discuss and share hints about working with their electronic journal and resource subscriptions. Don Litner of Serials Solutions was on hand to answer questions from attendees and give tips about their library's Serials Solutions subscriptions, as well as show attendees the latest in technology from Serials Solutions.