

LIBRAS ANNUAL REPORT

2010-2011

LIBRAS continues to be an important organization that focuses on library-related interests unique to its member libraries. Comprised of small to mid-sized liberal art colleges and universities, LIBRAS offers many educational opportunities that contribute to the professional growth of librarians, provides a forum for librarians to exchanging knowledge and ideas, and provides communication channels that fosters communication between library directors.

As the following report details, LIBRAS has made several enhancements to communication channels, provided a number of high-quality SIG events, awarded an impressive number of continuing education grants and has streamlined its financial management systems.

Highlights from the past year:

- The nearly completed implementation of the newly created LIBRAS website created by Wade Stewart, Reference & Tech Services Intern at Elmhurst College. Communications Director Amy Weidner has overseen the implementation process and manages the website.
- Continued using Flickr to distribute photographs taken at LIBRAS events.
- Maintained LIBRAS Staff Directory in Google Docs
- Created a LIBRAS Liaison Directory in Google Docs
- With the generous assistance of Terry Huttenlock from Wheaton College, we have force populated the names of members for many of the SIG listservs. As a result of a discussion that took place at the Spring Directors' Meeting we are working towards combining all the SIG listservs into a single SIG list, and will continue to maintain the Liaison and Directors' lists. Thanks to Terry Huttenlock for her management of the Listserv and to Wheaton College for hosting the listserv.
- In an effort to support the valuable work of the SIG Chairs we held a SIG Chair Workshop in September at Dominican University which consisted of a round table discussion on how to successfully hold a SIG meeting and the creation of a checklist of steps to holding a meeting.
- Under Treasurer Terry Cottrell's careful leadership we've developed significant improvements in the processes used to manage LIBRAS funds.
- Vice President/Programming director John Small has provided a number of strong programming events, including organizing the Annual Meeting.
- One of the strengths of LIBRAS the opportunity to network and exchange ideas in formal and informal settings. A number of librarians from LIBRAS libraries got together for drinks while attending ACRL in Philadelphia. Also, back home, we recently held an After Work Social at Molly Malones in Forest Park. Librarians from Wheaton, Elmhurst, Dominica, North Park and Benedictine were in attendance. Future events are in the planning stages, with the next event to be held sometime in July in the Western suburbs.

Officers and Appointees to Standing Positions: 2010-2011

Officers		
President	Ken Orenic	Dominican University
Vice President	John Small	North Central College
Treasurer	Terry Cottrell	University of St. Francis
Secretary	April Levy	Columbia College Chicago
Past President – Continuing Education Coordinator	Jack Fritts	Benedictine University
Appointments to Standing Positions:		
Communications Coordinator	Amy Weidner	Benedictine University
SIG Chairs		
Archives	David Malone	Wheaton College
Emerging Technologies Co-Chairs	Caroline Sietmann Aimee Walker	Dominican University North Central College
Reference/Collection Development	Katie Maier-O’Shea	North Park University
Instruction	Molly Beestrum	Columbia College Chicago
Technical Services	Mark Kroll	Benedictine University
Archivist	Open	
Election Committee		
	Sally Anderson - Chair	North Park University
	Jan Chindlund	Columbia College Chicago
	James Cubit	Lake Forest College

Liaisons	
Aurora University	John Law
Benedictine University	Mark Kroll
Columbia College Chicago	April Levy
Concordia University Chicago	Yana Serdyuk
Dominican University	Ken Orenic
Elmhurst College	Susan Swords Steffen
Judson University	Larry Wild

Kendal College	Iva Freeman
Lake Forest College	Cory Stevens
Lewis University	Mary Hollerich
North Central College	Belinda Cheek
North Park University	Katie Maier-O'Shea
St. Xavier University	Mark Vargas
Trinity Christian College	Marci Frederick
Trinity International University	Rebecca Miller
University of St. Frances	Terry Cottrell
Wheaton College	David Osielski

2011-2012 Officers

President	John Small	North Central College
Vice President/President Elect	Mary Hollerich	Lewis University
Treasurer	Terry Cottrell	University of St. Francis
Secretary	Katie Maier-O'Shea	North Park University
Past President/Continuing Education Coordinator	Ken Orenic	Dominican University

Summary of Meetings

- 1 Transition meeting
- 2 Executive committee meetings
- 2 Directors' meetings
- 1 SIG training session
- 3 SIG meetings
- 1 After work social
- 1 Annual meeting

Elections

The election took place May 9, 2011 through, May 19, 2011. The nominating committee consisted of Sally Anderson (Chair), James Cubit and Jan Chindlund. The Committee formed the following slate of candidates:

Vice President/President-Elect: Mary Hollerich, Lewis University
Secretary: Jacob Hill , Elmhurst College
Katie Maier-O'Shea, North Park University
Treasurer: Terry Cottrell, University of St. Francis

Amy Weidner, Communications Director, used Survey Monkey to conduct the election. One hundred members voted and the election results were announced at the Annual Meeting, held May 26, 2011 at Elmhurst College.

The election results were as follows:

Vice President/President-Elect:	Mary Hollerich, Lewis University
Secretary:	Katie Maier-O'Shea, North Park University
Treasurer:	Terry Cottrell, University of St. Francis

Melvin George Award

Susan Swords Steffen of Elmhurst College was awarded the Melvin R. George Award. The award honors Melvin R. George, second president of LIBRAS. He along with the other LIBRAS founding directors, by their example, made a significant contribution to the development of interlibrary cooperation. Susan received the Award at the Annual Meeting.

Grants

LIBRAS was the recipient of a \$150.00 grant from Dominican University's Graduate School of Library and Information Science to help cover the cost of lunch for GSLIS students who attended the LIBRAS Annual Meeting's Program and Lunch/Networking opportunity. The Executive Committee would like to thank Dean Susan Roman and GSLIS for this generous donation.

**Vice-President's Report
Academic Year 2010-2011
Programming**

Collection Management and Reference SIG

June 16, 2010 @ Elmhurst College

"The Transformative Tool: Implementing WorldCat Local and Its Implications for Library Operations," by Mark Vargas and Anita Morgan, St. Xavier University

"The Future of Management Services on the Web," by Paul Cappuzzello, OCLC.

Archives SIG

April 15th Planning meeting to prepare SIG agenda for the coming year.

Spring Social -

Arranged by Dominican and North Park, April 2nd

Circ/ILL SIG

April 18, focusing on Student Training issues.

Upcoming:

Collection Management and Reference SIG

June 16, 2011 at Elmhurst

In addition, a series of meetings were held to discuss the Constellation project, a potential consortium-wide document repository hosted by Dominican with technical and practical support from Elmhurst. The project is currently running for those two institutions, but fuller support is currently being held in abeyance until a new Director is in place at Dominican. While the project offers interesting opportunities for LIBRAS, there are practical issues that need to be ironed out before making fuller use of this project.

LIBRAS Annual

May 26, 2010

Volunteering in the Libraries of the Cook Islands: One Librarian's Experiences, by Jennifer Paliatka

AAGH! and More Creative Engagements with Change: An Analysis of Technical Services Functions at LIBRAS Libraries by Missy Laytham

Open access scholarly journals, libraries, scholars, and research: Content creation and preservation on campus – Ed Valauskas

Submitted Tuesday, May 24, 2011

John J Small

The Clare and Lucy Oesterle Director of Library Services

North Central College

LIBRAS Communications Director

Libras Annual Treasurer's Report 2010-2011

(Through May 25, 2011)

<u>Income</u>	<u>Budget</u>	<u>YTD</u>
Dues	\$8,500.00	\$8,500.00
Interest		\$47.41
TOTAL INCOME		\$8,547.41

<u>Expenses</u>	<u>Budget</u>	<u>YTD</u>	<u>Balance</u>
Continuing Education	\$2,000.00	\$0.00	\$2,000.00
Professional Development Grant	\$500.00	\$500.00	\$0.00
Research Grant	\$500.00	\$500.00	\$0.00
Conference Registration	\$4,050.00	\$4,405.00	-\$355.00
Hospitality	\$1,900.00	\$374.19	\$1,525.81
Legislation	\$0.00	\$0.00	\$0.00
Miscellaneous	\$350.00	\$0.00	\$350.00
Programming	\$0.00	\$0.00	\$0.00
Public Relations	\$0.00	\$0.00	\$0.00
Communications Technology	\$200.00	\$230.93	-\$30.93
Audit	\$0.00	\$0.00	\$0.00
TOTAL EXPENSES			\$3,489.88

<u>Assets</u>	<u>Balance</u>
Cash in Checking (DPCU)	\$5,467.34
Cash in Savings (DPCU)	\$12,582.59
Cash in Checking (FirstAm)	\$1,500.00
Certificate	\$0.00
TOTAL ASSETS	\$19,549.93

The primary goal of this year's financial management was the establishment of online payment for all bills due for the organization. This was achieved through 1) activation of DPCU's online bill pay system, 2) PayPal, 3) establishment of a new relationship with First American Bank, and 4) the ability for future officers to use debit cards for transactions. Print checks have been eliminated from the organization's pay program. Online account access for all financial systems is in place allowing all Libras officers to access financial data in the case of the treasurer's absence.

The secondary goal for this year's financial management was the elimination of print invoices for annual dues payment. E-invoices were emailed to each institution and saved in Google Docs. Spreadsheet tallies for expenditures and dues paid were also established in Google Docs for

future ease in transition of new officers. The goal of near paperless operation of treasurer activities is complete.

Finally, the last goal for the treasurer was to switch primary account management away from DPCU to First American Bank. This decision was approved by the Executive Board and Libras Directors. A new relationship First American Bank has been finalized, and now gives 26 potential access points for making deposits for any future Libras office versus DPCU's 3 branch locations.

Respectfully submitted,
Terry Cottrell
Library Director
University of St. Francis

LIBRAS Continuing Ed

2010 – 2011

Annual Report

During 2010-2011 we held three application periods for funding in three categories: Continuing Education, Professional Development, and Research. There were no applications for Research funding this year. Last year's recipient continued her project into this year and will be reporting to the membership on her work.

Over the three application periods, we received a total of 37 applications from 9 member institutions. Some applications were duplicates since staff were asked to resubmit in the third round if they had not been funded in either of the first two rounds. The Executive Committee approved a total of \$7,962.50 in awards to 23 staff members. This is a 62% approval rate for funding. The total approved did exceed budget, but the Executive Committee determined that there were unexpended budget funds in other operational areas that could be applied to continuing education.

I would encourage the Executive Committee and the directors to consider avenues to encourage broader participation by the member institutions. 53% of the member institutions did participate, but we need to reach other members who rarely take advantage of this opportunity. One possible approach to provide a greater pool might be to set a specific dollar limit on awards (perhaps \$200 per person) regardless of the actual registration or conference costs. This could put a larger burden on members, but it could also allow for a greater percentage of approved applications.

I would like to thank the membership for the opportunity to serve LIBRAS the last few years.

Respectfully submitted, May 26, 2011

Jack Fritts

LIBRAS
Secretary's Report
Academic Year 2010-2011

General Meetings Held

LIBRAS Directors met on October 28, 2010, at Dominican University, and on April 21, 2011, at Kendall College.

The Executive Committee met on July 6, 2010, at Benedictine University; on November 10, 2010, at Columbia College; on February 23, 2011, at Benedictine University; and on April 21, 2011, at Kendall College.

SIG Chairs plus members of the Executive Committee met on September 10, 2010, at Dominican University.

The annual meeting will be held on May 26, 2010, at Elmhurst College.

Meeting Minutes

Minutes from the above listed meetings are or 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,

April Levy, Secretary
May 9, 2011

Communication Director: Amy Weidner - Benedictine University

2010-2011 Annual Report

PowWeb – web host

- Next payment due Aug 7, 2012
- Statistics are up, we average 69 hits per day and 2000 hits per month

eNom – domain registration

- Domain expires/next payment is due by Oct. 9, 2011

Drupal – web site content management system

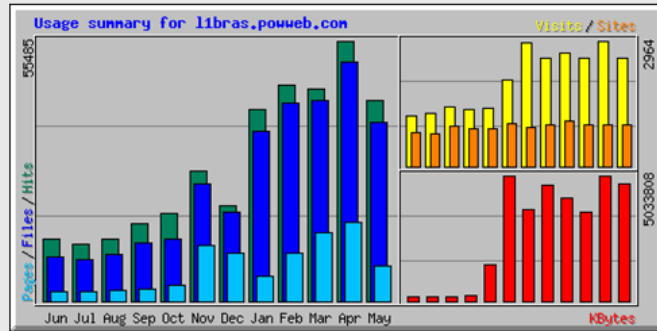
- Migrated landing page and blog in October 2010
- Approx 40% of site is in Drupal
- I will be attending Drupal training at ALA in June 2011

LIBRAS Lines Blog

- Formerly Blogger/BlogSpot. Moved to Drupal with site redesign
 - 8 in 2011 (to date)
 - 12 in 2010

Listservs – hosted at Wheaton College

- We attempted to force-populate the listservs from the Google Doc email list in Fall of 2010 but are unclear if that task was successful for all listservs.
- We continue to struggle with communications via listservs.



Summary by Month										
Month	Daily Avg					Monthly Totals				
	Hits	Files	Pages	Visits	Sites	KBytes	Visits	Pages	Files	Hits
May 2011	1860	1655	332	110	993	4711391	2545	7647	38072	42785
Apr 2011	1849	1701	562	98	983	5023207	2964	16878	51045	55485
Mar 2011	1458	1377	469	82	973	3545324	2560	14552	42693	45206
Feb 2011	1647	1506	361	96	1059	4112259	2691	10128	42172	46137
Jan 2011	1314	1168	168	81	997	4641178	2541	5212	36232	40759
Dec 2010	658	608	327	93	923	3675491	2912	10138	18876	20428
Nov 2010	928	833	396	67	1012	5033808	2036	11883	25005	27843
Oct 2010	600	424	107	44	906	1472628	1375	3336	13172	18617
Sep 2010	552	413	82	44	895	229107	1343	2463	12413	16586
Aug 2010	429	318	72	44	957	191448	1394	2232	9878	13305
Jul 2010	393	284	64	40	767	187653	1245	1986	8818	12185
Jun 2010	441	315	71	39	798	161582	1198	2135	9469	13234
Totals						32985076	24804	88590	307845	352570

Conclusion

One of the greatest challenges LIBRAS faces is improving member involvement in LIBRAS sponsored events. While we continue to make improvements in communicating with our members through the use of the website, listserv, as well as word of mouth, communicating information about events continues to be somewhat problematic. Creating one SIG listserv should contribute to better communication. Also, I encourage library directors to work with your staff who are serving as SIG chairs – give them your support, including the necessary time to plan and hold events, and advice for identifying topics for meetings and any other advice you can offer to make meetings successful.

I would like to thank the entire LIBRAS 2010-2011 Executive Committee and SIG Chairs for their hard work in making LIBRAS the vibrant, relevant and successful organization that it is today. I have enjoyed working with all members of the Committee and look forward to working with those members who will remain on the committee as well as those who were newly elected.

Respectfully submitted,
May 28, 2011
Ken Orenic
Dominican University
LIBRAS President, 2010-2011