

Minutes  
LIBRAS Annual Meeting  
Lake Forest College  
May 11, 2005

Present: Nancy Mactague (Aurora); Jack Fritts, Mark Kroll, Sharon Nelson, Gretel Stock-Kupperman (Benedictine); Jo Cates – phone, Semei Zake – phone (Columbia); Lee Forrest, Maryanne Rusinak (Concordia); Linda Harding, Elaine Fetyko Page (Elmhurst); Lynn Hammerlund - phone, Larry Wild (Judson); Iva Freeman (Kendall); Jim Cubit, Rebecca Miller, Nancy Sosna Bohm (Lake Forest); Rosemary Henders, Carolyn Sheehy, Ted Schwitzner, Ryan Williams (North Central); Sally Anderson, Sonia Bodi, Ann Briody, Katie Maier-O’Shea, Dayle Zelenka (North Park); John Anagnostopoulos, Ursula Zyzik (St. Xavier); Ingrid Boyer, Lisa Gonzalez (Trinity Christian); Matt Ostercamp (Trinity International); David Malone, David Osielski (Wheaton)

1. The meeting was called to order at 9:45am by Ted Schwitzner.
2. President Ted Schwitzner reviewed the 2004-2005 annual report, which was distributed to all in attendance. All SIG chairs who were present were recognized for their service. Several LIBRAS events were well attended this year: the information literacy event in November drew 70 people, including 30 from outside of LIBRAS; and the combined SIG event in January had 36 attendees. Ted also highlighted professional development funding, strategic planning, and membership inquiries.
3. Treasurer Sally Anderson presented the Treasurer’s Report. She suggested that while for now it is ok to overspend the budget due to large reserves, this issue will need to be looked at again in the future.
4. Jim Cubit, chair of the nominating committee, announced the results of the election for LIBRAS officers for 2005-2006. The election was held online using SurveyMonkey. New officers are:  
Treasurer: David Malone, Wheaton College  
Secretary: Jennifer Paliatka, Elmhurst College  
Vice President: Sally Anderson, North Park University
5. Ted Schwitzner symbolically passed the gavel on to Larry Wild, who will be LIBRAS President for 2005-2006.
6. LIBRAS recognized two retiring LIBRAS members: Ann Briody and Sonia Bodi, both from North Park University. They were honored for their many years of service to LIBRAS with a round of applause and crystal paperweights.
7. Larry Wild called for a committee to be formed to celebrate LIBRAS’ 40<sup>th</sup> anniversary. At the meeting, Lisa Gonzalez, Dayle Zelenka and Elaine Fetyko Page volunteered. After some discussion, it was decided to hold a celebration not in conjunction with any other library

meetings such as ALA or ILA in order to maximize attendance from both librarians and support staff. Additional volunteers would be welcomed.

8. Ted reported that LIBRAS has been trying to have an audit done, which is a requirement in the organization's by-laws. No one who has been contacted has yet responded to LIBRAS' request for an audit. It was asked whether the audit requirement is in the organization's charter – someone will need to check on that. Additionally, suggestions for how to get an audit done were given: 1) find a faculty member at one of the LIBRAS institutions who is a certified auditor and see if a class of students could do the audit under the faculty member's supervision; and 2) since Elmhurst College is the official address of LIBRAS, see if LIBRAS could get audited when Elmhurst is being audited as a whole.

9. Dayle Zelenka spoke on the topic of Serials Solutions and SFX. He is a member of the ILC SO (soon to be CARLI) Digital Library Implementation Task Force (DLITF) and is coordinating the implementation of SFX, a link resolver purchased by ILC SO for its members that can be implemented by member libraries as early as this summer. His recommendation to LIBRAS libraries implementing SFX who already have Serials Solutions is to keep Serials Solutions for one more year. A caveat to that recommendation was that those who are currently subscribing to Article Linker should downgrade to just the basic E-Journal AMS product to minimize costs. One concern expressed was that LIBRAS would lose its consortial discount if too many members decide to cancel their Serials Solutions subscription. The Executive Committee will follow up on this issue as renewal time approaches.

10. The remainder of the meeting centered on a strategic planning discussion. Ted Schwitzner, aided by members of the Strategic Planning Committee, led the discussion. Ted gave some background information on the strategic planning process. Due to the changing landscape in Illinois for academic library consortia, and considering LIBRAS is entering its 40<sup>th</sup> year, how well is the organization prepared to meet future needs and opportunities? LIBRAS does a number of things uniquely and well, and strategic planning will help identify the areas which need attention for future growth and relevance.

The Strategic Planning Committee drafted a survey which was conducted electronically among members. The response rate was good – 96 responses out of 258 invitations (37%). Several areas were identified for further discussion and brainstorming: communication needs, SIGs and networking opportunities, perceived redundancy with CARLI, paraprofessional development, and funding/reimbursement/reporting issues. Information gathered during the discussion follows by category, although many suggestions apply to several categories.

#### Communication Needs

- List individual members by first and last names, institution and functional area - Can LIBRAS pull information from the ILC SO staff directory for its own uses?
- Create an all LIBRAS listserv because some are not getting messages filtered down to them from directors or others - Is an all LIBRAS listserv more appropriate than separate SIG lists?
- Send a monthly email with a summary of what's happening in LIBRAS – recent and upcoming meetings, important issues that have surfaced in areas such as instruction,

cataloging, serials. Keep announcement emails brief – include links to the LIBRAS website to encourage use

- Create standardized headers/subjects for LIBRAS-related email for easy identification
- Have each institution choose a liaison, not necessarily the director, responsible for coordinating information to and from LIBRAS
- Website – should everything there be posted by the Communications Director?
- Host a bulletin board forum or a searchable listserv archive so people can find answers to questions that may have been asked previously
- How can LIBRAS reach new librarians and staff?
- Keep people interested and talking to each other – this will help foster ideas for topics for both large and small LIBRAS meetings and will stimulate activity
- Look into RSS feeds and other ways to get information to LIBRAS members

### SIGs and Networking

- How do you figure out who to contact for SIG information?
- SIGs are fundamental to educational mission of LIBRAS
- Create an archives/special collections SIG or some other comparable way for folks in these areas to network
- Send list of continuing education/professional development funding recipients to SIG chairs for potential topics for meetings
- Send summary announcements or an e-newsletter to SIG lists
- Create a mechanism for sharing “what’s new at institutions” - information that has previously been shared at directors’ meetings, SIG meetings, but not to a wider audience

### Perceived Redundancy with CARLI

- LIBRAS is unique because of regional connectivity, library size and type – there are unique problems for small, privately-funded institutions in the Chicago area
- There has been a shift from resource sharing to knowledge sharing; but, we still do tend to ask each other first when resource sharing – special cases, ILL photocopies, etc.
- CARLI may take over some roles that LIBRAS currently has, such as the information literacy event from November 2004

### Paraprofessional Development

- It is important to get the message to support staff that they have an important place in LIBRAS – how to get individual institutions to encourage their staff to participate?
- The importance of part-time support staff – how to get them involved, especially those who work primarily on evenings and weekends
- Local support and mentoring for support staff
- Boost online opportunities for participation that don’t involve travel
- Provide extra financial support for participation – matching funds?

### Funding and Reimbursement

- Financial support for activities of part-time and/or paraprofessional staff
- Better channels for sharing information

- Joint or collaborative reports from activities such as ACRL or ALA – focus on unique experiences
- Accountability – is there enough for auditing purposes?
- Active dissemination of reports – could something like an RSS feed be used to push this information out to members?
- Holding conference “debriefings” at ACRL, ALA where there are many LIBRAS attendees – informal meetings and discussions while at the conference

11. With thanks from the Steering Committee for everyone’s participation in the strategic planning discussion, the meeting was adjourned at 12:30pm.

Respectfully submitted,

Elaine Fetyko Page  
Secretary