

LIBRAS Directors Meeting
Sept. 11, 2002
St. Xavier University

Present: Ursula Zyzik, St. Xavier (president); Luann De Greve, Benedictine (vice president); Larry Wild, Judson (treasurer); Anne Jordan-Baker, Elmhurst (secretary); Jack Fritts, Benedictine; Sonia Bodi, North Park; David B. Malone, Wheaton; Laura Patterson, Lewis; Janet Gayle, University of St. Francis; Carolyn Sheehy, North Central; Iva Freeman, Kendall; Gail Heideman, Trinity International; Susan Swords Steffen, Elmhurst.

The meeting was called to order by President Ursula Zyzik at 10:20 a.m.

1. Welcome and introductions.

2. L. Patterson moved that the minutes of the meeting of May 9, 2002, be approved; seconded by D. Malone. The motion passed.

3. Treasurer's Report/Serials Solutions by Larry Wild

There is approximately \$100 in the DuPage Credit Union savings account (see last page of balance sheet of June, 2002). In October, 2001, Serials Solutions was paid \$10,189.80 from the money market. Although participating LIBRAS libraries were supposed to reimburse LIBRAS for this service, the libraries were not billed, and many did not pay LIBRAS for this. There is an email record of what transpired around this situation. Also, the initial payment to Serials Solutions was from the DuPage Credit Union checking account, and that check bounced. Subsequently, the bill was paid (in Oct. 2001) out of the money market account. Eight institutions still owe LIBRAS money for this service. After some discussion, the following motion was made by C. Sheehy and seconded by S. Steffen:

LIBRAS directs treasurer L. Wild to issue a Special Assessment to participating member institutions that have not yet reimbursed LIBRAS for Serials Solutions for 2001-2002.

The motion passed. Libraries that are unable to pay their total assessment at this point can set up a payment schedule in writing with the treasurer.

Wild reported that budget lines have not been discussed or changed for two years. C. Sheehy states that annual budgets are usually proposed and approved at a full LIBRAS meeting, but this was not done this year or last. For this year, the executive committee will propose the budget and discuss this with the directors via email before the Oct. 15 program with Tom Kirk. The LIBRAS website may be used to post the budget, minutes, and other public documents created by LIBRAS.

Following are some suggestions for the budget from the directors:

- LIBRAS Lines, the newsletter, no longer exists, so that budget line should be eliminated and the funds put into website maintenance.
- Legislation (e.g., ALA Legislative Days) should be supported financially.

- Which legislative days should be supported? ALA, ILA, etc.? Also, perhaps the LIBRAS president or her/his proxy should attend legislative days as part of her/his presidency.

S. Steffen moved that the treasurer's report be approved; seconded by J. Gayle. Motion passed.

4. Continuing Education Report by Sonia Bodi

There are four applications for continuing education funding. S. Bodi says ACRL conference is a good use of LIBRAS's continuing education money. Bodi and S. Steffen suggest that LIBRAS members meet at the ACRL conference. LIBRAS supports the following conferences: ACRL, LOEX (when it's held in the midwest), and ALA, according to C. Sheehy.

S. Steffen moved that LIBRAS should pay the lowest registration rate for the ACRL conference to any LIBRAS member who wants to attend. Seconded by Bodi. Motion passed. Bodi will send reimbursement forms to each LIBRAS institution.

C. Sheehy made a motion that LIBRAS will pay the lowest registration rate for the LOEX conference if it is meeting in the midwest to any LIBRAS member who wants to attend. Seconded by Bodi. Motion passed. Sheehy made a friendly amendment to take out the restriction in the previous motion that required the LOEX meeting to be held in the midwest in order for LIBRAS to reimburse. Seconded by Malone. Motion passed.

5. Special Interest Groups (SIGs) for this year.

Zyzik distributed a roster of LIBRAS officers and SIG chairs for the year and requested that nominees for the chair of the Support Staff be sent to her as that position is vacant at the moment.

6. Calendar of meetings and programs by Luann DeGreve.

Luann DeGreve distributed a tentative calendar of meetings and programs for 2002-2003. She requested that questions for Tom Kirk, who is presenting the program on Oct. 15 be forwarded to her.

LIBRAS members enjoyed the holiday meetings at Elmhurst College.

The annual meeting date might be changed to follow the ACRL conference so that LIBRAS members who attended the conference might report on their experiences.

LIBRAS will need to provide honoraria for the two program speakers.

The spring directors meeting date will be announced in January, 2003, and will probably be held on the second Wednesday. I. Freeman will determine whether to hold the meeting on May 7 or May 14.

7. Update on ILCSO and CAL

ILCSO

C. Sheehy announced that ILCSO will have openings for new members. Forms and guidelines are available for any institution that meets the guidelines. New memberships will be accepted until the summer of 2003. ILCSO's annual meeting is this Friday, Sept. 13.

ILCSO's Assessment Task Force has created a new formula for members for 2005.

CAL

S. Bodi reported on the Council of Academic Libraries which includes NLROC, ILCSO, CCMP, and IDAL. ILSDO (Illinois Library System Directors Organization) is represented in CAL by Jean Wilkins (Illinois State Library) and David Stewart (Assistant Vice President for Planning and Budgeting, ILCSO). The purpose of CAL is to consolidate efforts, especially in buying electronic resources. ILCSO does not want to continue this function. Executive directors and current chairs of the participating groups make up CAL. CAL intends to be a short-lived organization.

Should LIBRAS have a representative on CAL? Directors think probably not. CAL members receive money from the State of Illinois, and LIBRAS does not. Instead, PALI (Private Academic Libraries of Illinois) should be asked to represent small private college/university libraries on CAL. Bodi will keep LIBRAS apprised of issues with CAL. There's an article on CAL in IACRL News.

8. Editorial changes, questions, and comments relating to bylaws.

This issue was raised at the last directors meeting. S. Steffen suggested that 2-3 people work on bylaws changes and report back to group on proposed changes. Voting procedures, including proxy voting, need to be worked on for the bylaws.

C. Sheehy made a motion to instruct the president to appoint a bylaws committee charged with creating a draft of proposed changes to the bylaws ready for a vote at the March 6 program. Changes to the bylaws should be implemented by the annual meeting on April 16. Seconded by S. Steffen. The motion passed.

A bylaws committee should consist of the president, one library director, and one non-director. President Zyzik appointed the following to a bylaws revision committee: C. Sheehy (director), U. Zyzik (president), and L. DeGreve (non-director).

9. Role of the LIBRAS website regarding the directors mailing list/listserv.

Directors listserv should remain separate from the LIBRAS website. The president will make sure that all LIBRAS directors are on the directors' listserv.

Website would be a good place to keep official public documents such as the budget, bylaws, and approved minutes. Website should also include information on the SIGs. Website suggestions should be sent to Zyzik.

10. Serials Solutions

See Treasurer's Report (#3).

11. Other issues

Scifinder Scholar from ICCMP is expensive even at consortial rate. Three or more libraries might join with North Central to try to get a better rate. Interested parties include Lewis U., Benedictine U., Elmhurst C., Lake Forest C., and U. of St. Francis.

D. Malone made a motion to adjourn the meeting. Seconded by L. Patterson. Motion passed. The meeting was adjourned at 12 noon.

Respectfully submitted,

Anne Jordan-Baker, Secretary
Elmhurst College