

LIBRAS
Directors' Meeting Minutes
(corrected and approved)
Kendall College
May 12, 2004

Present: Lisa Gonzalez, Trinity Christian; John Law, Concordia; Susan Swords Steffen, Elmhurst; Sally Anderson, North Park; Carolyn Sheehy, North Central; Iva Freeman, Kendall; Luann DeGreve, Benedictine; Ted Schwitzner, North Central; Larry Wild, Judson; Inez Ringland, Dominican; Sonia Bodi, North Park; Robert Krapohl, Trinity International; Nancy McTeague, Aurora University; Dave Malone, Wheaton; Jack Fritts, Benedictine (proxy); Laura Patterson, Lewis; Jo Cates, Columbia; Janet Gayle, St. Francis; Lisa Richmond, Wheaton (proxy); Jim Cubit, Lake Forest

1. President Luann DeGreve called the meeting to order at 10:30am. The minutes from the September 18, 2003 directors' meeting were approved with corrections.
2. Treasurer Larry Wild passed out the LIBRAS balance sheet for review.
3. LIBRAS conducted a survey of the membership this year in regard to the continuing education policy, and Luann presented a draft of a revised continuing education policy. A discussion of the revised continuing education policy followed. Carolyn Sheehy asked for further clarification on the types of activities allowed. Suggestions included removing the reporting requirement for activities from the conference line item and required reporting for activities from the continuing education line item in order to receive further funds. A 1-2 page report would be submitted to the treasurer with the required receipts, and the report would be forwarded to the continuing education coordinator. Carolyn and Luann will work on further revisions to the policy.
4. The possibility of a LIBRAS sponsored grant program was discussed. Luanne envisioned a grant approval committee if LIBRAS decides to move forward with a grant program. Eligibility could be on a one time basis, for two people each year. Changing the eligibility requirements was suggested; it would not be necessary to return the funds if the grantee changed employers. Promoting library education and the profession would be important goals of a grant program. Carolyn made a motion to increase grant proposal for professional development to two grants up to \$750. The motion passed.

Dave made a motion for the executive committee and/or directors to discuss a research grant after further investigation. The idea of a research grant was tabled for now. There needs to be further clarification of what type of research people need money for before LIBRAS could proceed with the possibility of sponsoring a research grant.
5. Luann presented a revised administrative handbook. The requirements for a biographical statement were moved to the Officer's Handbook. CIRC-SIG revised the ILL sections, and Tech Services and Serials SIGs revised the deaccession guidelines.

Carolyn suggested using prevailing government mileage rate for mileage reimbursement. Editorial comments should be sent to Luann.

6. Luann is creating a New Officer's Handbook. Descriptions of SIGs will be updated.

7. Kendall College is looking for space for storage for some of the library's collection. Some programs, such as a possible Loyola and CRL project and an Illinois state program were mentioned, but neither of these projects will be available in time to provide Kendall with the storage space they will need.

8. Luann passed the gavel to President Elect Ted Schwitzner.

9. Ted attended National Library Legislative Day and made contacts with politicians and other library advocates. There was a good turnout from Illinois, but academic libraries were underrepresented. A fact sheet on LIBRAS would be helpful for these type of events. Carolyn attended Illinois Advocacy Day. A total of six academic librarians were present, four of which were from LIBRAS libraries. A better turnout at advocacy events is essential, especially when libraries are faced with cuts for state funds to services such as Illinet.

10. Carolyn reported on the outcome of Team Illinois. Team Illinois' charge was to write a concept paper, which has been completed. As far as proceeding with a merger between ILCSSO, ICCMP and IDAL, Team Illinois in itself is not a transition team.

11. A strategic task force will be the first order of business for Ted's presidency. Ted is in the process of planning the first LIBRAS information literacy event. The tentative date is November 10, 2004; November 9 is the backup date. Speakers are in place, and the event will accommodate up to 100 attendees. The event will be open to non-LIBRAS staff.

12. For information, Carolyn noted that NILRC is considering admitting private college libraries for membership. She also noted that we should send any concerns about the IDAL database selection process to Tom Dorst and Dave Stewart.

13. After updates from the libraries, the meeting was adjourned.

Respectfully submitted,

Lisa Gonzalez
Secretary