

LIBRAS Directors Meeting

Dominican University

October 28, 2010

Attendees: Marty Breen for Yana Serdyuk (Concordia); Terry Cottrell, Treasurer (St. Francis); Marcille Frederick (Trinity Christian); Jack Fritts, Continuing Education Director (Benedictine); Iva Freeman (Kendall); Mary Hollerich (Lewis); Bella Karr Gerlich (Dominican); April Levy, Secretary (Columbia); Katie Maier-O'Shea for Sally Anderson (North Park); Ken Orenic, President (Dominican); Caroline Sietmann (Dominican); John Small, Vice President (North Central); Susan Swords Steffen (Elmhurst); Mark Vargas (St. Xavier); Amy Weidner, Communications Director (Benedictine).

The meeting began at 10:05 a.m.

1. SIG Chairs Meeting

Ken welcomed everyone and summarized the SIG Chairs meeting held in September. Copies of the newly-developed SIG Chair Guidelines were provided. Ken encourages SIG Chairs to hold more than one meeting each year to increase networking and information sharing opportunities. John has connected with most of the SIG chairs regarding their planning of programs. The next meeting for SIG Chairs will be held in late November/early December to discuss the new LIBRAS website and receive training in order to edit sections of it. Drupal implementation just happened two days ago. SIG chairs can now control content for their own groups.

2. Communications

Improvement is needed in communications overall within LIBRAS. Amy is doing a great job as Communications Director. SIG chairs need to contact Amy to promote their events. The Listservs for each SIG have been force populated using the Google Docs Staff directory. The directory needs to be updated regularly.

3. Liaison program

This program was started five years ago to increase information dissemination in each LIBRAS library, but has not worked well. Directors should assign liaisons in their libraries, but should not be the liaison themselves if possible. Ken will send out a notice on the Directors list requesting liaison names for each library. Liaisons have their own listserv to which all announcements are sent. One of the new duties for liaisons is to maintain the staff directory. Ken will ask directors to send him liaison names, which he will pass on to Amy.

John asked if there could be a general list for all of LIBRAS instead of the SIG listservs. This could eliminate need for liaisons and so many lists. Others commented that the liaison program provides another point of contact and reinforcement, adds a personal touch, and enables direct

targeting of new employees to introduce them to LIBRAS. It was agreed to maintain the liaison system for now, but also create a listserv for all LIBRAS members.

Blog posts should be used to publicize upcoming events and report on events that have occurred. We send these reports to Amy now, but that may change with the new website. It is important to take photos at each meeting and event to post also.

The newly-created SIG Meeting Checklist was circulated. It offers steps each SIG Chair should follow when organizing meetings and events.

4. Website update

Ken showed the beta version that just launched. Everyone was asked to look at the site and send comments to Amy and Wade Stewart. There is a Flickr account for LIBRAS photos. People were asked specifically to look at the Resources page, which still needs editing. How much older material should be moved from old site? Amy can hack the old site a bit to remove its navigation, which would make it easier to move between the new and old sites.

5. Budget

There are few changes. It follows the plan to spend down the reserve by \$1000 per year for five years. One change this year is an increased hospitality budget for events to add incentive for attendees, especially for the Annual Meeting. GSLIS students from Dominican will again be invited to attend the Annual Meeting. The budget was approved.

6. Vice President

John has contacted SIG Chairs and most said they were making plans for meetings. There may be an Open House in early December, hosted by either North Central or Columbia. John hopes to announce it in the next couple of weeks. Everyone is to send John the last date of your Fall semester, or the date by which things are winding down on your campus.

7. Treasurer

Terry reported that the new paperless format for invoices is working well. \$7500 in dues has been received. He proposes moving the bank account to either First American or Chase because there are more branches and both offer electronic banking. DuPage Credit Union will not give LIBRAS a debit card. Terry established a PayPal account to pay some bills, but it cannot pay all of them. We can keep the CD at DuPage. It was agreed to change banks, along with a wish for Terry to continue as Treasurer through the next year.

8. Past President

Jack reported on applications for continuing education. Sixteen applications have been received from six member schools. Ten are for ACRL, one is for LOEX. Additional conferences for which funding has been requested are: Electronic Resources in Libraries, NASIG, and ACRL Instruction Immersion. A request was submitted for funding to take a course in Copyright Management. The next application deadline is December 1. The Executive Committee will meet in November

to determine who gets funded. There have been no applications for the research grant so far. Notice will be sent three weeks prior to deadline, then one week prior to deadline.

9. Spring Directors Meeting Date and Time

The tentative date is April 20 for the lunch meeting at Kendall. The date can be firmly set in January. Ken will send a Doodle request for availability at that time.

10. Annual Meeting Date and Location

Dominican has hosted twice, and Ken prefers to give others a chance. The meeting is usually held in May. It was noted that it will be easier for GSLIS students to attend if the meeting is held at Dominican. It is helpful to hold the meeting at a centrally located school like Elmhurst, Dominican, or Concordia. It is good for students to see other libraries, if possible.

11. Library Updates:

Susan is the Vice President of **IACRL**. She encourages people to join ILA, so that they can join IACRL. The next IACRL Conference will be held somewhere north of I-80. Susan would like presentations for the conference from LIBRAS libraries. There is also an IACRL listserv that people can join. Sue Stroyan (IL Wesleyan) is running for ALA President. IACRL Committee members are needed! Talk to Susan if interested. Amy will draft a blog post re: IACRL and have Susan edit it.

Trinity Christian: They enrolled a record number of students this year. Their reaccreditation visit was in September. They have an increased library resources budget. Marcille is teaching a course entitled "Truth and Falsehood in the Marketplace of Ideas," on the subjects of information seeking and behavior, and how and why information is disseminated.

Lewis: Enrollment is at 6500, with a goal to increase to 8500 in next few years. The Library had four retirements in spring semester, one in January, and a few more are planned in the next few years. New people have started, and an Acquisitions Librarian is just starting. They have money to renovate the library. University President wants to do a capital campaign to build a new library. They have done weeding projects and de-duplication of serials. They are beginning an analysis of the monograph collection. Mary is planning the International ILL meeting for Fall 2011 in Chicago, at Spertus.

North Central: They have had another year of record enrollment and are bursting at the seams. They have been buying houses to hold faculty offices. There will be a new capital campaign in honor of the college's 150th anniversary. They intend to build a Science Center. The Chicago Symphony played at their new hall for Homecoming. The Library is doing well, and received a funding increase.

St. Xavier: Mark presented at ALA in June on using WorldCat Local. He can provide a link to the presentation for those interested. SXU will be featured in OCLC's Annual Report. He is talking to OCLC and CARLI to be first in Illinois to implement OCLC's WMS software system as a replacement for Voyager. They are implementing ILLiad for borrowing and lending. Their ILL has increased 500% due to WorldCat Local. They are also building a complete textbook collection, and saving money by using their Amazon account and buying used texts and previous editions. They are planning their library renovation

using the two grants they have received. They will be putting a raised floor in the reading room to increase power outlets. They are working on a large scale digitization project for university publications, for which they bought a \$14,000 scanner.

St. Francis: 90th anniversary. Library and archives published a history book about the college. It will be distributed to donors and participants in anniversary ceremonies. Terry attended Educause recently to get information for their redesign project. He is chairing the task force on campus. He will be visiting some LIBRAS libraries. They had record freshman enrollment and their dorms are filled. There are plans to build new dorms. A new website launched during the summer. They have integrated Information literacy into the proposed general education requirements, and had a Library class accepted.

Benedictine: They have had record enrollment, as well as a room availability problem that affected the library's computer lab. Their committee reviewing the general education curriculum is funding a librarian's attendance at a national conference on core curricula. Information literacy is included in general education. The university is building a parking garage. The Library's new website was implemented this summer. Another half-time reference librarian has been hired.

Columbia: Last year's project to decrease the stress on the floors of the Library by moving books to storage and spreading out books to better distribute their weight has been successful, with no further strain showing up on tests of the floors. College trustees are working with Library leadership on space planning for the future.

Concordia: The Library received a donation from the Center for Church Music. Their old rare book room has been refitted to include this material.

North Park: Katie is filling in for Sally during her time in Sweden, along with Laura Burt. They are preparing budget proposals for next year. They have hired three new employees in the past year. There have been increases in instruction. Their campus labs were shut down, which left the Library classroom as one of the only labs. As a result, they were able to acquire new notebook computers and new furniture. Sally returns in December.

Kendall: Their enrollment is up to 2500 students, and Iva would like to make her part-time cataloger full time. Their accreditation visit takes place in a year. They have many online and hybrid students. Iva has been asked to extend library services to six days per week, without additional staffing.

Dominican: Their enrollment is stable to slightly increased. There is a building expansion going on to add space for faculty advisors. They are working on a new website to launch in January, and have been doing Town Hall meetings and gathering data. New librarians have been hired in web services and archives / special collections. They have had an increase in their electronic resources and serials budgets.

12. Institutional Repository presentation - Constellation

Susan Swords Steffen, Bella Karr Gerlich, and Caroline Sietmann offered a demonstration of and presented a business plan for a Collaborative Institutional Repository. The repository, called

Constellation, uses open source DSpace software, is currently populated with materials from Dominican and Elmhurst, and will include theses and dissertations, pre-and post-prints of faculty articles, conference proceedings, journals, annual reports, historical materials, and anything scholarly in nature. Elmhurst and Dominican are moving forward with this, and other LIBRAS members have the opportunity to participate in populating the repository. The Business Plan and Policies were provided as handouts. LIBRAS was asked to fund a graduate student for spring 2011 to work on the repository. The server is housed at Dominican, and maintained by their university IT staff.

This is a more affordable option than CARLI's repository. Metadata standards are to be determined by participants. Records can be put into WorldCat. DSpace is designed for text documents more than ContentDM, and also takes audio and video. Attention to copyright is needed. Permission must be granted to submit journal pre- and post-prints. It is easy to attach a Creative Commons license to any submissions. Some expressed a need for separation between the LIBRAS organization and this entity, and to add a statement to LIBRAS' articles of incorporation.

The proposal needs to be introduced to the directors who were not able to attend the meeting. There needs to be a vote to reallocate money in the LIBRAS budget towards the project. Consideration should be made for both how to fund the project now, and how to cover ongoing costs. Should LIBRAS contribute, or should contributions come from participating libraries? Directors will need to vote to accept this entity, and decide to reallocate funds. A general invitation will be sent to all members to gauge interest.

Trinity Christian, Lewis, North Central, Benedictine, Elmhurst, and Dominican expressed interest in participating in a discussion group/subcommittee. The Executive Committee will meet in next few weeks and consider the issues for funding out of the LIBRAS budget.

The meeting adjourned at 12:55 p.m.