



LIBRAS ANNUAL REPORT 2011-2102 - DRAFT

Highlights

- Programming
 - Successful SIG Activities
 - Review of Special Interest Groups, their roles, and level of activities
- Financial
 - Update of nonprofit status
 - Review the need to spend the reserve funds
- Communication
 - New website has gone live
 - Mailing lists are in the process of migrating from listserv software to Google Groups

Executive Committee

Office	Officer	Institution
President	John Small	North Central College
Past-president/ Continuing Education	Ken Orenic	Dominican University
Vice-president*	Mary Hollerich/ Katie Maier*	Lewis University/North Park University
Treasurer	Terry Cottrell	University of St. Francis
Secretary*	Katie Maier/Mary O'Dea	North Park University/Lewis University

Communications Coordinator	Aimee Walker	North Central College

*After Mary Hollerich’s departure from Lewis University, Katie Maier-O’Shea filled the role of vice-president for the remainder of the year. Mary O’Dea of Lewis University filled the position of secretary.

LIBRAS Year in Review

John Small, President

LIBRAS continues it’s long tradition of bringing together the people that work in a special set of libraries across the Chicago metropolitan area. We often find ourselves at many of the same meetings and conferences, but much of the strength of the organization comes from the LIBRAS specific meetings and Special Interest Group activities that happen throughout the course of the year.

This year, the Executive Committee made some adjustments to the basic notion of the SIG processes, asking each of the groups to not only hold their annual event, but to try and come up with a second “half” event. These smaller events could take the form of a social gathering after another conference, hosting a webinar or some other activity that allowed for a gathering of like-minded folks without all the planning and complications of locating speakers and etc. This strategy seems to have worked well, and is likely to continue.

The new LIBRAS website is up and running. Initially designed by Wade Stewart and tweaked and implemented by Aimee Walker, the site has been up and functional for over a month, and appears to be much more stable. The site, and domain host and the domain registrar have all been migrated to new ‘homes’ and should be around for a long time.

Financially, LIBRAS continues to be a solid organization with a good financial outlook. We typically take in slightly more money than we expend and have a healthy savings account for an organization of our

size. Given that we're careful about the expenditures, the stability of the organization appears to be assured.

This year, a number of issues caused us to take a very careful look at the existing bylaws, and a goodly amount of time was taken to try and find a way to begin updating them. It soon became apparent that the only way to solve some of the complications was to perform a substantial rewrite of the entire document. This was undertaken by a small and dedicated group of people, and the results of that work will be explained at the Annual Membership meeting. Following that meeting, there will be an online vote to determine whether the revised set of bylaws should be adopted. Adoption would require 2/3rds of the votes to be in favor of the new bylaws.

Finally, I'd like to express my thanks to all the members of the Executive Committee, and to all the members of LIBRAS for making my year as President as trouble free as possible. It is an honor to be able to work with people who are always trying to make the most of a small library consortium and who are dedicated to finding creative solutions to the issues of the day.

Programming

Katie Maier, Vice President

In 2010 - 2011 the Special Interests Groups were Archives, Technical Services, Circulation, Emerging Technologies, Instruction, and Reference/Collection Management. At the annual Transition Meeting on July 15th, 2011 at Dominican University, the Executive Committee decided to reduce and revise the SIGs. This would eliminate redundancy and allow an increase the attendance at each event. Asking the SIG chairs to commit to a specific month(s) for their events was also discussed. This resulted in a more even distribution of events throughout the year.

Special Interest Group Chairs

SIG	Chair	Institution
Public Services	Jill Bambenek	Dominican University
Technical Services	Andy Meyer/Missy Laytham	North Park University
Collection Management	Emily Prather-Rogers	North Central College
Archives	David Malone	Wheaton College

SIG Events 2011 - 2012

Although the bylaws remained the same, SIG chairs were encouraged to offer a primary and a secondary event, or an “event and a half.” The primary event would be a traditional meeting or program. Examples of a secondary event include hosting a webinar or social gathering. (*see appendix: “SIG Reports”*)

	Primary Event	Secondary Event
Archives	<p>November 10, 2011 North Park University Annual meeting to discuss:</p> <ul style="list-style-type: none"> *e-resources *how to manage donations * transfers of electronic documents 	<p>Webinars February 8th, 2012 <i>"Services Lead to Success: Strategies for Repository Growth"</i></p> <p>April 4, 2012 <i>"Challenge the Status Quo: When the IR comes to Access Services."</i></p>

<p>Technical Services</p>	<p>February 29, 2012 North Park University A demo and discussion of technology tools that improve workflows, increase efficiency, and save time.</p>	<p>May 4, 2012 Social following: The CARLI ebook forum at the Newberry Library. Joint event with Public Access SIG</p>
<p>Public Services</p>	<p>April 23, 2012 Elmhurst College <i>"Can you still call it Reference without a Librarian?"</i></p>	<p>May 4, 2012 Social following: The CARLI ebook forum at the Newberry Library. Joint event with Tech Services SIG</p>
<p>Collection Management Emily Prather-Rodgers, North Central College</p>		<p>Webinar January 11th, 2012 <i>"Leadership: What It Means for the Library Middle Managers"</i></p>

Additional Events and Programming

The following are events that were not planned by Special Interest Groups:

- ALA Techsource eBooks Webinar: Dominican University, August 4th & 11th, 2011
- IACRL Social: March 16th, 2012
- Copyright Webinar: North Park University, March 2nd, 2012

LIBRAS Continuing Education Coordinator 2011-2012 Annual Report

Education Budget

Continuing Education	\$2,000.00
Professional Development Grant	\$500.00
Research Grant	\$500.00
Conference Registration	\$4,050.00

Grand Total: \$7,050.00

Applications

- Two (2) funding recipients gave presentations at conferences for which they were funded
- Forty (40) applications were submitted
- Thirty-three (33) applications were funded
- Eight (7) applications were not funded

Categories

- Twenty-one (21) Category A applications were submitted - One (1) applicant did not attend the conference. All Category A applications were funded. Category A funding totaled \$3120.00.
- Seventeen (17) Category B applications were submitted of which eleven (11) applications were funded - Category B funding totaled \$3437.50

Professional Development & Research Grant

- One (1) Professional Development grant was funded totaling \$500.00.
- No applications were received for the Research Grant.

Number of Applications and total funding amount by institution:

Benedictine:	5	\$1275.00
Columbia:	2	390.00
Concordia:	2	380.00
Dominican:	3	335.00
Elmhurst:	1	200.00
Judson:	1	87.50
North Central:	3	465.00
North Park:	4	1050.00
Trinity Intl:	2	0
Wheaton:	17	2875.00

Total: 40 \$7,057.50

Budget \$7,050.00

Grand Total: (\$7.50)

Respectfully Submitted,

Ken Orenic
LIBRAS Continuing Education Coordinator
Dominican University

Name	Institution	Category	Event	Early Bird rate	Amount Requested	Amount Funded	Presenting at conference
Anderson, Sally	North Park University	B	CLIR Symposium Oct 10-12 2011	240	240	0	n
Bossenga, Susie	wheaton	A	IACRL	125	125	125	n
Breen, Marty	Concordia	A	2012 Annual Conference, Anaheim, CA: June 21-26, 2012	190	190	190	n
Call, Keith	Wheaton	B	Modern Archives Institute	750	500	0	n
Carrico, Kent	Benedictine	B	Georgia International Conference on Information Literacy	125	125	125	n
Carrico, Kent	Benedictine	B	Distance Library Svcs	350	350	350	y
Cheek, Belinda	North Central College	A	IACRL	125	125	125	n

DeGrev e, Luann	Benedict ine	A	ILA Annual Confere nce 2011 Oct. 18-20,20 11	200	200	200	n
Eiten, Keith	Wheato n	B	Music Library Associat ion Annual Meeting	240	500	500	n
Emily Prather- Rogers	North Central	A	ALA Annual 2012	215	215	215	n
Falciani- White, Nancy	Wheato n	A	IACRL	125	125	125	n
Falciani- White, Nancy	Wheato n	B- but submitte d as A	ACRL 2012 Spring Virtual Confere nce	425	425	0	n
Frank, Becky	Trinity Internati onal	A	ILA Annual Confere nce 2011 Oct. 18-20,20 11	200 non- member rate is two hundred fifty dollars	250	0	n
Frank, Becky	Trinity Internati onal	B	Access Services Confere nce Nov 9-11, 2011	200	200	0	n

Goodwin, Donna	Elmhurst	A	ILA Annual Conference 2011 Oct. 18-20, 2011	200	200	200	n
Grey, Ben	Wheaton	A	IACRL	125	125	125	n
Grubb, Cheryl	wheaton	A	IACRL	125	125	125	n
Hale, Kimberly	Columbia	A	IACRL	125	125	125	n
Hall, Wendy	Columbia	B	Special Libraries Association Conference	529	495	265	n
Henders, Rosemary	North Central College	A	IACRL	125	125	125	n
Hunttenlock, Terry	Wheaton	B	Educause	890	500	500	n
Jenner, Anne	North Park University	B	Midwest Archives Conference Annual Meeting	125 MAC members	125	125	n
Joiner, Linda	wheaton	A	IACRL	125	125	125	n
Malone, David	wheaton	A	IACRL	125	125	125	n

Mead, Connie	wheaton	A	IACRL	125	125	125	n
Morrison, Gregory	Wheaton	B	ATLA Annual	795	500	0	n
Ostercamp, Matthew	North Park University	B	ILDS	425	425	425	
Peterson, Sue	Benedictine	A	Loex	250	250	250	n
Pettitt, Karl	Wheaton	B	ALA - Midwinter	190	500	0	n
Pettitt, Karl	Wheaton	A	IACRL	125	125	125	n
Richmond, Lisa	wheaton	A	IACRL	125	125	125	n
Rizzo, Laura	Wheaton	A	loex	250	250	250	n
Rusinak, Maryanne	Concordia	A	2012 Annual Conference, Anaheim, CA: June 21-26, 2012	190	190	190	n
Sietman, Caroline	Dominican	A	IACRL	125	125	125	y
Spencer, Stephen	North Park University	Pro Dev Grant	MILS U of W Milwaukee	n/a	500	500	n

Szegedi, Steven	Dominican	B	Society of American Archivists - Arrangement and Description of Electronic Records #1267	210	110	105	n
Szegedi, Steven	Dominican	B	Society of American Archivists - Visual Literacy for Photograph Collections #1257	210	110	105	n
Thompson, Charlene	Judson	C	ACRL Online Course Statistics for the Non-Mathematical Mind	175	87.5	87.5	n
Tsymbalyuk, Oleg	Wheaton	B	Drupal - Denver	350	500	500	n

Wroblewski, Julie A	Benedictine	B	Midwest Archives Conference Annual Meeting	125 MAC members	350	350	n
				Grand Total	9912.5	7057.5	

Communications Director: Aimee Walker – North Central College

2011-2012 Annual Report

2011 was a full year for the LIBRAS Communications Director: the position changed hands twice, a new webhost plan was purchased, an updated website was launched, and the process of migrating to a new listserv platform was started.

In June 2011 Lisette Odegaard, formerly from North Central College, took over the position from Amy Weidner, Benedictine University. In December 2011, upon Lisette's departure from North Central, Aimee Walker, North Central College, took over the position.

LIBRAS Website

The LIBRAS website was migrated over to the new Drupal 7 content management system which was accompanied by a redesign of the interface. The redesign was completed by Wade Stewart, formerly from Elmhurst College. During the redesign process it was discovered that our current webhost, Powweb, would not be technologically sufficient to run Drupal 7 and therefore could not support our redesigned website. After further research into alternate webhosts, it was determined that it was in the best interest of LIBRAS to switch to WebHostingHub as our new webhost. Not only would WebHostingHub be able to support the new LIBRAS website, but going forward it cut LIBRAS' annual webhost fees by 40% the first three years (as we locked in at a promotional rate) and approximately 20% in subsequent years. In addition the fees associated with WebHostingHub include registration of the LIBRAS.org domain, which was handled by and paid for a separate company with our previous webhost.

The newly redesigned LIBRAS website was launched on May 1, 2012 with our new webhost. In addition, all content has been migrated to the new LIBRAS website interface, so the site's content is no longer split between two different website platforms. The LIBRAS website has seen an increase in traffic over the last year, averaging

around 4,000 website visits per month which differs from the 2,000 average monthly visits reported in last year's annual report.

Listservs

In February, the transition began to Google Groups as the new platform for the listservs. It was determined that migrating the listservs to Google Groups would allow for easier management and control of the listservs on the part of the Communications Director and would take the burden of listserv management off of the staff at Wheaton College. The Directors' listserv was successfully transitioned to Google Groups as the test group and has been successfully using it as a communication tool. The process of updating the full LIBRAS contact list in preparation to migrate the general LIBRAS listserv used for announcements to the Google Groups platform has begun as well. The intent is to implement Google Groups as the listserv platform fully over the summer.

Nomination Committee

Various issues about the executive committee positions were discussed at the spring directors lunch including bylaw changes regarding term limits and eligibility to serve on the executive committee as well as directors' need to encourage someone from each institution to run for office.

Jan Chindlund	Columbia College
David Malone	Wheaton College
Marci Frederick	Trinity Christian College

Appendix SIG Reports

Technical Services

Technology was the focus of this year's Technical Services SIG event held at North Park University on February 29. Following coffee and pastries, participants listened to presentations on MacroExpress by Andy Meyer

(NPU), MarcEdit by Christophe Andersen (Columbia), and Shelflister by Missy Laytham (NPU). There was good discussion about how these technology tools might increase productivity and improve workflows. We closed the morning session with a demonstration of Google Hangouts and discussion of how such tools might enhance our communication among LIBRAS libraries. Following the lunch hour, participants were invited to train and experiment with any or all of the tools demonstrated during the morning. Alternatively, event participants were invited to participate in a dialog about current issues in their libraries. Twenty six people from the following institutions participated in the day-long event.

- Benedictine
- Columbia
- Concordia
- Elmhurst
- Judson
- Lake Forest
- Lewis
- North Park
- Trinity
- Wheaton

We were very pleased with the turnout and the numerous follow-up emails which we received. We are also grateful for the financial support that LIBRAS provided for this event.

The Technical Services SIG also joined forces with the Public Services SIG to host a half-event following CARLI's IACQ/ICAT Spring Forum held on May 4. Seven people from five institutions gathered for conversations and fellowship in an informal, social setting.

Respectfully submitted,

Missy Laytham and Andy Meyer
Technical Services SIG Co-Chairs

Archives Special Interest Group

The Archives SIG had a successful year of providing learning opportunities to its members. The meeting year began with a SIG meeting at North Park on November 10, 2011. Six LIBRAS schools were in attendance. The event focused upon managing electronic documents and provided a synopsis of several sessions from the recently held Midwest Archives Conference.

In the spring the SIG met for two webinars on February 8 and April 4, 2012 on building an Institutional Repository. These were hosted at Wheaton College and had representatives from five LIBRAS schools. Specific webinar titles were "Services Lead to Success: Strategies for Repository Growth" and "Challenge the Status Quo: When the IR comes to Access Services."

-David Malone, SIG Chair

Public Services

<p>Public Services</p>	<p>April 23, 2012 Elmhurst College <i>"Can you still call it Reference without a Librarian?"</i></p>	<p>May 4, 2012 Social following: The CARLI ebook forum at the Newberry Library. Joint event with Tech Services SIG</p>
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-Jill Bambenek

Collection Management

<p>Collection Management Emily Prather- Rodgers, North Central College</p>		<p>Webinar January 11th, 2012 <i>“Leadership: What It Means for the Library Middle Managers”</i></p>
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-Emily Prather-Rogers