

WAAL Board Meeting Minutes
Wednesday, April 25, 2018 | 6:00pm
Lake Winnebago Room | Best Western Premier
Oshkosh, Wisconsin

Call to Order

Meeting called to order by Andrew Prellwitz at 6:04pm.

Present: Andrew Prellwitz (chair), Beth Kucera, Craig Thomas, Lee Wagner, Diana Shull, Jeff Brunner, Eric Jennings, Laura Briskie, Laurie Swartwout, Jill Markgraf, Plumer Lovelace

Absent: None

Approval of Minutes from February 9, 2018

Andrew Prellwitz moves to approve the minutes, Laurie Swartwout seconds. The motion passes unanimously.

Reports of the Officers

1. Chair – Andrew Prellwitz
 - a. Reviewing agenda for business meeting tomorrow at WAAL conference
 - b. In the interest of increasing membership in WLA and WAAL, members of this committee members will come up with a pitch to encourage non-members to join.
2. Vice Chair/Chair-Elect – Eric Jennings
 - a. Conducted a review of different states' professional academic library groups (membership fees, presence of a specialized conference, conference fees)
 - i. Compared other states with WAAL membership fees, WAAL conference, and WAAL conference fees.
 1. Membership fees: WAAL assigns membership fees based on salary; we are more expensive than most.
 2. Potential barrier for WI people to attend two conferences (WAAL and WLA) and purchase membership, etc.
 - a. It is more common for public libraries to pay membership fees for their employees than to encounter an academic library paying memberships fees for employees.
 - b. Is it possible for WAAL to change pricing structure since academic libraries do pay conference registration fees? Minimize our membership costs, and increase our conference costs?
 - ii. Many states do not have an equivalent WAAL conference.
 1. Opportunity for us to market to nearby states for their academic librarians to transition the WAAL conference to be regional rather than just state attendees.

2. Of the states that do, WI and KS are the only states that have a two day conference.
- iii. Some information was difficult to find regarding other states' professional academic librarian group.
 1. Lee has access to more information from her ACRL position. She will pull it and add it to the comparison spreadsheet for further review.
 2. Some states used to have a WAAL conference equivalent but no longer do; Lee is asking the Chapter Council for ACRL for reasons other states eliminated their WAAL conference equivalents.
- iv. Further observations and questions:
 1. Do other state conferences all take place in the fall? Like WLA? And academic in the spring? Like WAAL?
 2. If we transition away from having a spring academic librarians conference, how will we combine with WLA?
 - a. If other states have merged their academic librarians conference with their state librarians conference, what did they learn? Do they have any regrets?
 - b. Before we had a separate WAAL conference, WAAL used to sponsor a pre-conference to WLA.
 3. If we keep the conferences separate, WAAL presenters need to be encouraged to present at WLA.
 - a. We could request WLA to schedule academic track presentations all on the same day for people who can only afford to attend for a single day rather than the full conference.
 - b. We need to pull presentations from other states similar to what the Lake Superior Symposium does. WAAL is in Eau Claire next year, so we should pull from the Twin Cities. To do this, we need to market directly to individuals and not organizations.
 - c. Faculty from SOIS and SLIS do not attend or present at WAAL conference or other library conferences in the state. CUWL has been meeting with faculty from schools. We should do the same.
- v. Going forward
 1. Review Lee's additions to the spreadsheet.
 2. Weigh our options:
 - a. Are we financially stable enough to keep the conference? Keep a two-day conference?
 - b. 2021 we need to consider that year for changes since we do not have a conference location booked yet.
 3. Lee, Plumer, and Eric are working together to create a report of options.

3. Past Chair – Laurie Swartwout
 - a. No updates
4. ACRL Liaison – Lee Wagner
 - a. Found that her ACRL group is facing the similar issues as WAAL.
 - i. Updating bylaws for chapter liaisons, eliminating requirement to attend the ALA Midwinter Meeting.
 - b. The ALA Midwinter Meeting is experiencing the same issues with attendance as the WAAL conference. Attendance was low for Midwinter this year.
 - c. ACRL Chapters Council has a website/libguide that she will send out to the group. Takes the place of the newsletter that they used to send.
 - d. Keynote Speaker option: The ACRL Officers Speakers Bureau is available for us and it is different than the ACRL Speakers Bureau.
 - i. Every four years we can have a speaker that they will pay for.
 - ii. Speaker comes from the ACRL leadership groups. Doesn't have to be a high tier officer which opens up options.
 - iii. Not 2019, but in 2020 we can do this.
5. Member-at-Large – Josh Hickman
 - i. WLA Board met a few weeks ago. WLA and WAPL are positively influenced by the WAAL conference. They were interested in our poster session and how it works.
 - ii. Unit policies and procedures on the WLA website will be consolidated into one spot.
 - iii. Library Legislative Day: Feb 12, 2019 at Madison Concourse Hotel.
 - iv. WLA Board is starting a communications work group due to communication issues, especially those experienced with memberclicks.
 1. Focus on the website and emailing is primary.
 2. An existing website subcommittee may need new members. Please let Josh know if anyone is looking for committee work, especially anyone who is good with website migrations.
 - v. Please refer people for the Be a Member, Get a Member campaign. When you refer someone to join WLA, you are entered into a drawing for a gift card for \$500 from Southwest Airlines.
 - vi. Lack of academic librarian proposals for WLA this fall. Deadline was extended to May 1st.
 1. Is it possible going forward for WLA to set the presentation submission deadline for after the WAAL conference?

Committee Updates

1. WAAL Conference Committee – Craig Thomas / Beth Kucera
 - a. Little Big Read added to this year's conference, positive response so far. WAAL Board members should pay attention to people in their Little Big Read groups to hear feedback.
 - b. Instead of a separate new member's event, the new members event is folded in the social events for Thursday. Hopefully this will pull people together.

- c. 32 new members in attendance. We need to connect with these people to find out why they joined and why they are attending the conference.
 - d. List of 800+ non WAAL members was fantastic for figuring out who isn't involved and why. Out of that whole number something like 10 people opted out, which is great.
2. Information Literacy – Diana Shull
- a. Information Literacy Award Criteria and Rubric – Does this subcommittee have permission to update the criteria and rubric? Yes.
 - i. Proposals coming in are suited or not well suited for the existing rubric and criteria.
 - ii. We need to update the criteria and rubric to reward the appropriate proposal.
 - iii. Less focus on direct instruction.
 - iv. ACRL Innovation Award is one award the Info Lit committee will look at for ideas to draw from.
 - v. How to notify the proposals that did not win to apply next year? Email both.
 - vi. How are we promoting the award?
 - 1. Currently, people who have been accepted to present at the conference are offered an opportunity to win the award.
 - 2. Next year, information about award will be included in the call for proposals. Include information about the updated award, allow non-presenters to apply for the award.
 - vii. Should the bylaws be updated to include a call for subcommittees to update their documentation without permission (like the rubric and criteria)?
3. Nominations – Open
4. Professional Development – Jill Markgraf
- a. Three conference scholarship winners.
 - i. Eight or nine applications.
 - ii. There was competition in each of the categories.
 - iii. Graduate award was the least competitive.
 - b. This committee is too small; they need more members.
 - i. Jill has heard from people that they indicated on a form that they'd be interested in being a member of subcommittees but have never heard back.
 - 1. Process in need of review: Call for volunteers.
 - a. An email in the fall from Brigitte gets names that are given to different committees that need members.
 - b. There appears to be a breakdown or disconnect in this process.
 - c. There is a new online form that interested parties can fill out however you have to sign in to MemberClicks to get to it. This form should be outside of a sign in.

- ii. Jill is unsure who her current committee members are, when their terms are up, etc.
 - 1. Suggestion to have six committee members with three year terms. Two of the six rotate off each year, with two new coming on. Elect a chair. Same could be true for the information literacy committee.
 - 1. According to the WLA bylaws, these committees are supposed to be two year terms with an option to extend to another two years. Is this documented? Ideally, MemberClicks would follow this. We need to contact Brigitte to get information out of it.
 - iii. More work for the meet-ups is necessary. This will be discussed at the Business Meeting tomorrow.
 - 1. Little Read discussions may fuel regional meetups.
5. Communications – Jeff Brunner
- a. Looking for direction for this committee from the Board.
 - i. There is lot of information to disseminate following the conference, but not much else the rest of the year. Does he need to be in this role anymore?
 - ii. Wondering if he has a role in the process from Josh Hickman’s updates regarding communication and the website.
 - 1. His committee could help ensure the information available is accurate and updated.
 - 2. Board meeting minutes also need to be posted to the website, inside MemberClicks login.
 - iii. There are tasks in the policies and procedures manual for his committee that he rarely does, or that others do.
6. Membership – Open
7. Legislative Liaison – Open

Old Business

- 1. Review of WAAL section of the WLA Policies & Procedures
- 2. Membership Benefits

New Business

- 1. Membership benefits: Communicate that we are one of a handful of library associations that offers a two-day academic librarian’s conference.

Next Meeting - July 23rd at 10am at the WLA headquarters.

Adjourned at 7:56pm