

**ALA LIBRARY SUPPORT STAFF INTERESTS ROUND TABLE
STEERING COMMITTEE MEETING**

**U.S. Grant Hotel, Horton B
San Diego, California
Saturday, January 10, 2004
9:00 a.m. - 12:00 p.m.**

LSSIRT STEERING COMMITTEE MEMBERS PRESENT

Diane Fay	Paula Greer	Jim Hill
Jennifer Kutzik	Martha Parsons	Alice Poffinberger
Kent Slade	Carol Thomas	

ALA STAFF PRESENT

Darlena Davis	Jenifer Grady	Gerald Hodges
Lorelle Swader		

LSSIRT MEMBERS AND GUESTS PRESENT

Cindy Ahrens	Michael Gorman	Rayne Hamre
Anne Heanue	Elaine Hernandez	Christian Hertzog
Leslie Monsalve-Jones	Dorothy Morgan	Donal O'Sullivan
Linda Porter	Irene Purcelli	Anne Reuland
Barb Stripling		

I. CALL TO ORDER

President Diane Fay convened the meeting at 9:10 a.m. Steering Committee members, LSSIRT members and guests in attendance introduced themselves.

II. CONSENT AGENDA

Diane reviewed the agenda and noted one addition: Jenifer Grady, new ALA-APA Director, will join us later. Ali requested a new item for discussion of the LSSIRT members e-mail listserver. The amended agenda was approved.

III. APPROVAL OF MINUTES

The minutes from ALA Annual meeting in Toronto were published on the LSSIRT web site: <http://www.ala.org/ala/lssirt/> Ali proposed the following changes: in Section II, Consent Agenda, change the word "so" to "no" to read "... **no** votes could be taken." In Section IV, Part A., Ali reported no resolution was presented to Council. At the time of the meeting, we believed there would be a resolution, so this section will stand. However, the cost for an individual report from ALA/APA will be changed to \$65. **ACTION: Ali Poffinberger moved to accept the corrected minutes. Martha Parsons seconded. Motion carried.** Jennifer will re-post them the corrected minutes to the LSSIRT Web site.

IV. TREASURER'S REPORT

(Documents: E-mail from Lorelle Swader [Dec. 15, 2003] and four Excel reports dated May-August 2003) Martha reported a net revenue of \$731.45 for the fiscal year Sept. 1 through Aug. 31. Our fund balance is \$6579.07. Total profit from the Toronto Night Out dinner cruise is still unknown. Although the event was originally sold-out, SARS caused "no-shows." Attendees agreed it was an excellent event.

ACTION: Jim Hill moved to accept the Treasurer's Report. Paula Greer seconded. Motion carried.

V. REPORT FROM ASCLA MEETING

Jim and Ali represented LSSIRT at the ASCLA (Association of Specialized and Cooperative Library Agencies) Board meeting. They reported on two agenda items: 1) Incorporation of LSSIRT as a section within ASCLA, and 2) Action items from COPE-3 concerning creating liaisons for educational events.

VI. BARBARA STRIPLING, ALA CANDIDATE

Discussion on ASCLA was suspended by a visit from Barb Stripling, candidate for ALA Vice-President/President-Elect. After a short presentation, Barb responded to questions. She would be comfortable requesting a special seat for LSSIRT on Counsel, but felt one person in a body of 180 was not enough. She feels LSSIRT needs representation on a variety of major committees and task forces. She shares our concerns about becoming a Division without sufficient resources. After a short discussion on certification and accreditation, Barb urged members to publish articles and letters on our issues in professional journals.

VII. GERALD HODGES, SPECIAL DUES CATEGORY

(Document: "ALA Membership Committee Report – January 2004") Gerald Hodges, ALA Associate Executive Director of Communications and Marketing, joined the meeting. In response to COPE-3 initiatives, a Membership Committee Working Group was created in December 2003 to formulate a special membership category. Cindy Ahrens represented LSSIRT on this working group. Gerald asked for assistance in redefining the regular members category to include higher-level support staff. New members would have the option of joining in the \$35 support staff category or the regular member category. After discussion, the following was recommended: change the language in the "regular members" classification to state: "... includes librarians as well as others employed in library and information services or related activities in positions that: (a) require a masters degree; or (b) require a state level certification; or (c) are managerial."

ACTION: Ali Poffinberger moved to support the change in wording for the regular members category as recommended by the joint LSSIRT-ERT Membership Task Force. Kent Slade seconded. Motion carried.

Gerald will carry the proposal to BARC, Membership meetings and ALA Council. Council will vote whether to place it on the March ballot. If the resolution passes, the change will be in effect next fiscal year, Sept. 1, 2004.

VIII. IRENE PERCELLI, IMLS GRANT

Irene Percelli presented a progress report on the IMLS certification grant. Funding was awarded to Rutgers to develop on-line, self-paced courses covering all aspects of academic, research and museum library duties. Ten weeks (half-way) through the pilot program, the majority of the 25 students (support staff who have been employed less than 3 years) are happy with the program. They reported gaining a broader perspective

and new forums for discussions of jobs and concerns. Interviews with the students' supervisors will take place immediately upon completion of the program and again in 6 months. The plan is to develop more courses and make the content available at any time. The cost of the program has not been determined. While not a regular degree program (no testing mechanisms are built-in), immediate feedback, constant self-checking and self-assessment is encouraged. Decisions about deploying the program will be made at the end of the grant period. Ali asked what action was needed from LSSIRT in regard to ALA-Orlando. Irene asked to distribute literature at our booth and further discuss developing a joint program for Chicago, ALA 2005.

IX. MICHAEL GORMAN, ALA CANDIDATE

Michael Gorman, candidate for ALA Vice-President/President-Elect, joined the meeting. After a short presentation, he fielded questions. He sees some problems with improving the articulation between ALA and all the smaller units like Round Tables and Divisions. He would work to have ALA come together as one profession, not in subsets. He feels it doesn't matter what kind of library we work in as we all need to see the bigger picture of librarianship.

X. RETURN TO REPORT FROM ASCLA MEETING

Jim continued the report on 1) Incorporation of LSSIRT as a section within ASCLA. This Division can offer excellent staff help, strong preconferences and opportunities for advancement on committees within ALA. There was concern about aligning with one division when support staff represent many library types and position descriptions.

ACTION: Martha Parsons moved to decline ASCLA's offer to join them as a section within their division. Jim Hill seconded. Discussion ensued. Motion carried.

2) Action items from COPE-3 concerning creating liaisons for educational events: LSSIRT and ASCLA were asked to survey networks and consortia for continued education and funding for support staff development. The report is due at ALA Midwinter (Boston) in 2005. Ali will be our liaison to ASCLA in developing this report as part of her committee assignment as LSSIRT's Education Committee chair.

XI. REPORTS FROM COMMITTEES

A. Fundraising: (*Document: "LSSIRT Fundraising – January 2004"*) As Cindy Ahrens had already departed for the BARC meeting, Diane summarized her report. The Night Out event in Orlando will be held at LuLu's Bait Shack, within walking distance from the Convention Center. Discussion ensued concerning door prizes for the event.

B. Membership: (*Document: "ALA Membership Committee Report – January 2004"*) Nina Manning is the new membership chair. Latest figures show 405 members were reported during the May-October period.

C. Election Committee: (*Document: "Election Committee Report"*) Chair Carolyn Tate was not in attendance, but a full slate of nominees was presented.

D. National Directory of Paraprofessional Organizations: (*Document: "Report to LSSIRT on the National Directory, January 7, 2004"*) Meralyn Meadows submitted her report in absentia. Meralyn requested help in updating this resource. Lorelle would like to create a database of the state associations. Discussion ensued regarding mailing a printed copy to each state organization.

ACTION: Kent Slade moved to not mail a printed copy to each state organization. Martha Parsons seconded. Motion carried.

Jennifer will continue updating the Directory on the LSSIRT web site as updates are received from Meralyn, and will add wording about providing printed copies upon request. Lorelle and Meralyn will work on creating the database.

E. Certification: (*Document: "Certification" dated January 2, 2004*) Dorothy led a discussion of goals for this task force. They want to move ahead with developing a survey instrument. Jenifer Grady said she could use as much information as we can gather. Jim would like to review potential survey questions at ALA/Orlando, with the goal of having results compiled by ALA/Chicago in 2005.

F. Strategic Planning: (*Document: "Strategic Planning Committee" dated January 2, 2004*) It was affirmed that the strength of our Round Table resides in our strategic plan and mission. There is still a need to codify more strategies and we need to be involved in the strategic planning for ALA. Dorothy will represent LSSIRT on the ALA Action 2010 Marketing Focus group.

G. Education: (*Document: "LSSIRT Education Committee Report, Midwinter meeting 2004, San Diego, Ali Poffinberger, chair"*) Ali distributed her report and asked for program ideas. The topic of support staff participation at ALA was discussed. Lorelle suggested offering a "Navigating the Maze" session for one hour at every conference to welcome first-timers and orient them to LSSIRT and ALA. Further discussion was postponed to Agenda Item XIII: ALA/Orlando Programs.

H. Presidents' report: Diane testified to increased involvement for LSSIRT. She recently participated in the interviews for the ALA/APA Director. Incoming ALA Chair, Carol Brey-Casiano, has committed to more LSSIRT involvement. The APA video, in current production, will raise awareness to library worker issues, including low pay.

XII. ALA/APA DIRECTOR, JENIFER GRADY

Diane introduced Jenifer, new ALA/APA Director. Jenifer described her office and the relationship to LSSIRT. Jenifer requested articles on Support Staff issues for publication in the new electronic publication *Library Worklife. The HR E-news for Today's Leaders*. The first issue will be released in January 2004.

XIII. COPE-3 ACTION REPORT

There were numerous action items from the COPE-3 final report that were referred to LSSIRT. Pursuant to Section 1.4.2, "LSSIRT should appoint a task force to monitor the progress of the recommendations," Diane appointed Kent as chair of this task force. Periodic reports will keep LSSIRT members and the ALA Executive Board apprised of progress and concerns. The Task Force will work with Lorelle to identify what reports are needed by ALA. Programming for ALA/Chicago 2005 relative to COPE-3 will be handled by Ali.

XIV. ALA/ORLANDO PROGRAMS

Jim reported there are two program slots available for LSSIRT at ALA/Orlando. The Sunday afternoon program will focus on COPE-3 progress. After discussion, it was agreed the Saturday afternoon program will be a "Navigating the Maze of ALA" program, with participation by LSSIRT Executive Committee members.

XV. ANNOUNCEMENTS

Paula Greer is program chair for the COLT conference to be held in Orlando prior to the ALA conference. They have contacted several speakers in the Orlando area.

XVI. ADJOURNMENT

ACTION: Kent Slade moved to adjourn. Ali Poffinberger seconded. Meeting was adjourned at 12:30 p.m.

Respectfully submitted,
Jennifer S. Kutzik, LSSIRT Secretary