

# RUSA

RUSA BOARD

DATE: August 12, 2019

Meeting Documents Landing Page:

Recording:

Note Taker:

Bobray Bordelon

Board Members:

## Attendance:

*Quorum: 7*

Name	Role	In attendance? [x]
Beth German	RUSA President (v)	X
Courtney McDonald	RUSA VP/President Elect (v)	X
Ann Brown	RUSA Past-President (v)	X
Bobray Bordelon	RUSA Secretary (v)	X
Greg Fleming	BRASS Representative (v)	X
Pat Gregory	CODES Representative (v)	X
Chris Pryor	ETS Representative (v)	
Melissa Gonzalez	HS Representative (v)	X
Cindy Levine	RSS Representative (v)	X
David Ketchum	STARS Representative (v)	X
Alesia McManus	RUSA Division Councilor (v)	X
Stephanie Graves	Director at Large (v)	
Kathleen Kern	RUSQ Editor (nv)	

	Ed Garcia	ALA Exec Liaison (nv)	
	Bill Ladewski	RUSA Executive Director (nv)	X
	Ninah Moore	RUSA Programing Officer / Continuing Education (nv)	
	Shuntai Sykes	RUSA Membership & Programs Specialist (nv)	
	Melissa Vanyek	RUSA Marketing, Communications, and Web Services Coordinator (nv)	
Additional Guests	Chris LeBeau		
Agenda Item 1: Welcome			
Discussion	<ul style="list-style-type: none"><li>The following were added to facilitate board business:<ul style="list-style-type: none"><li><a href="#">RUSA Board Vote Log</a> (this will track all votes other than minutes taken by the board)</li><li><a href="#">Strategic Planning</a></li><li><a href="#">Trello Board</a> (tracks progress of task forces and ongoing items of the Board)</li><li><a href="#">Robert’s Rules Quick Guide</a></li><li><a href="#">Board Action Item Template</a></li></ul></li></ul>		
Agenda Item 2: Approval of the Minutes ( <a href="#">June 22, 2019</a> ; <a href="#">July 10, 2019</a> )			
Discussion	<ul style="list-style-type: none"><li>Alesia McManus clarified statements in agenda items 2 and 3 from the <a href="#">June 22, 2019</a> meeting at ALA Annual. Alesia put forth the motion and Courtney McDonald seconded. Minutes were approved.</li><li>For the <a href="#">July 10, 2019</a> minutes, the spelling of Liane Taylor’s name in Agenda item 4 action items was corrected. Minutes were approved with the name spelling correction by acclamation.</li></ul>		
Conclusions	Minutes from June 22 and July 10 were approved. A reminder that some votes could take place by acclamation such as ones in which there is obvious consensus.		
Deadline	Action Items	Person Responsible	

	Alesia McManus will send cleaned up version of June 22, 2019 minutes to RUSA office.  RUSA Office will correct spelling of Liane Taylor’s name on July 10 minutes.	Alesia McManus  RUSA Office
Agenda Item 3: <a href="#">RUSA Report to Board</a> (Bill Ladewski)		
Discussion	Bill reported details of his Executive Director Report to the Board. See the <a href="#">report</a> for full details.  Highlights included: <ul style="list-style-type: none"><li>• 10 months into fiscal year. Loss is greater than budgeted however not all revenues were realized and reported (Literary Taste Breakfast; sponsorship from Guardians of the Galaxy preconference. Expenses are under budget.</li><li>• Membership continues to be RUSA’s greatest source of revenue. We are down 86 members (about 3%). New members added per month by section is now detailed.</li><li>• RUSA had several successful webinars in July including ones of training for older adults, Business 101, and a FINRA grant sponsored free webinar on financial literacy that attracted 465 participants.</li></ul> Beth announced that Bill Ladewski has been offered and has accepted the permanent role of RUSA Executive Director.	
Agenda Item 4a: <a href="#">Model License Clause</a> (Megan Gaffney)		
Discussion	David Ketchum reported for Megan Gaffney. The STARS Legislation and Licensing Committee proposed a <a href="#">model license clause</a> . The STARS Executive Committee approved the clause. The hope is that those negotiating licenses will include this standard clause to allow interlibrary loan of items in various formats.	
Conclusions	The model license clause was approved by the Board.	
Deadline	Action Items	Person Responsible
	Beth and Bill will be in touch with David for next steps after the meeting.	Beth German; Bill Ladewski; David Ketchum
Agenda Item 4b: Welcome Working Group (Chris LeBeau)		

Discussion	<p>There are currently several messages that go out due to trigger events (new membership to RUSA; renewal of RUSA membership; cancellation of RUSA membership). A <a href="#">draft</a> message has been formed for those joining RUSA. Pictures showing a diverse membership are part of it. Thought is to engage new members and highlight activities such as conferences and other opportunities. Sections are included. Important to communicate to sections new members. Jalesia E. Horton, Chair of Member Engagement, will be contacted at a future date. Chris will solicit input from the sections on how section chairs want to welcome new members. The working group will continue to look at other messages that go out.</p>	
Conclusions	<p>Drafts of other messages will be presented at next RUSA Board meeting.</p>	
Deadline	Action Items	Person Responsible
	Drafts of other messages will be prepared	Chris LeBeau
<b>Agenda Item 4c: <a href="#">Mentoring Task Force</a> (Beth German)</b>		
Discussion	<ul style="list-style-type: none"> <li>Proposal for the formation of a <a href="#">Mentoring Task Force</a> was made. This proposal comes out of the goal for member engagement. The group would long at both short and long term goals. An initial report would be made at Midwinter with a final report at Annual. Different types of librarians (academic, public, students, early career) at different career stages would be represented. This is not a standing committee. This is about who we are as RUSA.</li> <li>A brief discussion ensued on is mentor the best word. Group will look at what is already out there and what could be unique for RUSA. Everyone brings something no matter where one is in their career. "Your experience has value".</li> <li>A brief discussion took place on whether to have an open call or have sections forward names. Sections will be asked to provide several names along with the backgrounds and experiences of those individuals. Plan is to have no more than 7 members on the group including the Board Representative (Bobray Bordelon) and a liaison from the RUSA Office. Only if necessary would a call go out to Membership to fill a certain type of slot (such as student member).</li> <li>An open conversation with the membership will take place in the future. One possibility would be to have 2 day asynchronous calls for input.</li> </ul>	

	<ul style="list-style-type: none"> <li>Formation of task force was approved.</li> </ul>	
Conclusions	Formation of task force approved by the board.	
Deadline	Action Items	Person Responsible
	Beth will reach out to Section chair for recommendations for members.	Beth German
<b>Agenda Item 4d: <a href="#">Guidelines Task Force</a> (Courtney McDonald)</b>		
Discussion	<ul style="list-style-type: none"> <li>While the Publications Committee is on hold, it is important that guidelines be reviewed and assessed. See <a href="#">Guidelines Task Force</a> for the full charge and details. Current guidelines are available from the <a href="#">RUSA homepage</a>.</li> <li>A task force of 5 to 6 members will be formed. Sections will be asked to recommend members. Courtney will chair the task force.</li> <li>A discussion about the need to assess guidelines took place. We could look at clicks and how people use. This is important to show the value RUSA adds through its standards and guidelines.</li> <li>The formation of the task force was approved.</li> </ul>	
Conclusions	The formation of the task force was approved.	
Deadline	Action Items	Person Responsible
	Sections will be asked to recommend members.	Courtney McDonald will reach out to section chairs.
<b>Agenda Item 4e: Strategic Plan Planning</b>		

Discussion	This part of the agenda was tabled until the next meeting.
Conclusions	Strategic plan planning will continue at the September 9 meeting.
<b>Agenda Item 5: Announcements</b>	
Discussion	<ul style="list-style-type: none"> <li>• What are the next steps for the RUSA Committee Census? <ul style="list-style-type: none"> <li>○ Need to make sure sections continue with their variety of programming activities</li> <li>○ RUSA Board needs to have distinct charges to RUSA level committees</li> <li>○ Should have a new census each year and preserve ones from previous years</li> </ul> </li> </ul>
Conclusions	Will discuss at September 9 meeting
<b>Agenda Item 6: Wrap up, action items, next meeting</b>	
Discussion	Next meeting will be on September 9, 2019 at Noon Central.

#### **Notes of Interest / Next Meeting:**

##### **Summary of action items:**

- June 22 minutes approved
- July 10 minutes approved
- Model license clause approved
- Mentoring Task Force formation approved
- Guidelines Task Force formation approved

**Next meeting:** September 9, 2019. Noon Central