

# RUSA

RUSA BOARD		DATE: 3/11/2018
Meeting Documents Landing Page and sound recording: <a href="https://ala-events.zoom.us/recording/share/VBbdqylxGAw6ylnOb0jB8IWwDUkXgmSDEhEes1YmOdmwlumekTziMw?startTime=1552323172000">https://ala-events.zoom.us/recording/share/VBbdqylxGAw6ylnOb0jB8IWwDUkXgmSDEhEes1YmOdmwlumekTziMw?startTime=1552323172000</a>		
Note Taker: Candice Townsend		
Board Members:	Ann Brown      _X Beth German    X Chris LeBeau    X Alesia McManus X Candice Townsend X Stephanie Graves X  Jennifer Boettcher X Jenny Presnell_ X Kathleen Kern	Greg Fleming    X Emily Hamstra X Cynthia Levine X Jenny McElroy X Megan Gaffney X Christina Pryor X  RUSA Staff Bill Ladewski    X
Actions taken since last meeting		
<b>Agenda Item 1. Approval of Agenda and Minutes from 2/11/2019 – Ann Brown</b>		
Discussion	<ul style="list-style-type: none"> <li>● Brown called for approval of the agenda and meeting minutes.</li> </ul>	
Conclusions <b>MOTION: approved</b>	Minutes were approved with revisions and edits. -Correct the attendance record -Edit grammatical errors -Add the word presence (social media, page 3.) -Strike the word extreme on page 5.	
Deadline	Action Items	Person Responsible
<b>Agenda Item 2. Announcements and Updates for RUSA Office (Bill Ladewski)</b>		

Discussion	<ul style="list-style-type: none"> <li>● We are working to update the website – an effort is underway to remove dead links.</li> <li>● An error was noticed on the budget (6k)</li> </ul> <p>Budget is slightly behind -- the January RUSQ will catch up next month; Staff expenses were higher to cover longer hours during midwinter. We expect the finances to adjust in February.</p> <ul style="list-style-type: none"> <li>● Membership is down by 43 members; however, the Member Engagement Committee have ideas to promote growth.</li> <li>● Awards – They are working with the Chairs and Media outlets to promote/highlight awards.</li> <li>● They met with external partners to discuss selling the ALA property—more information to follow in the coming months. Builders/architects met with staff to discuss their needs.</li> </ul> <p>Question: Who should we contact about problems with the website? Bill and Melissa.</p>	
Conclusions		
Deadline	Action Items	Person Responsible
<b>Agenda Item 2b. Announcements (Ann Brown)</b>		
Discussion	<ul style="list-style-type: none"> <li>● Members are encouraged to attend the SCOE Presentation to RUSA Board of Directors and RUSA Leadership</li> </ul> <p style="text-align: center;">Wednesday, April 3, from 12-1pm Pacific   2-3pm Central   3-4pm Eastern</p>	

	<p><b>Zoom Information:</b> Join Zoom Meeting <a href="https://ala-events.zoom.us/j/334970216">https://ala-events.zoom.us/j/334970216</a>  One tap mobile: +19294362866, 334970216# US (New York) or +16699006833, 334970216# US (San Jose)  Dial by your location: +1 929 436 2866 US (New York) or +1 669 900 6833 US (San Jose)  Meeting ID: 334 970 216</p> <ul style="list-style-type: none"> <li>● Please review the narrative and transformative model created by Beth German.</li> <li>● The RUSA Restructuring Taskforce final report is linked for your review.</li> </ul>	
Conclusions	<ul style="list-style-type: none"> <li>● See board documents for pertinent files.</li> </ul>	
Deadline	Action Items	Person Responsible
<b>Agenda Item 3. Budget and Finance Update Bill Ladewski</b>		
Discussion	<ul style="list-style-type: none"> <li>● The first phase closes tomorrow; Bill provided a basic template, but the 2020 budget submission was not inclusive. He would like to have additional feedback.</li> </ul> <p>We will have an opportunity for additional input.</p> <p>Bill attempted to “clean up” the budget. Things are easier to navigate and understand.</p> <p>Observations: The previous budget projection was too high—he attempted to input calculations with actual numbers/expenses versus predictions.</p> <p>The goal is to budget for growth. At this point, it is based on actual costs.</p> <p>Bill will provide a copy of the closing budget from 2018 (budget vs what we actually spent)</p>	

Conclusions		
Deadline	Action Items	Person Responsible
<b>Agenda Item 3a. Budget and Finance discussion continued with Beth German</b>		
Discussion	<ul style="list-style-type: none"> <li>● In regards to the budget, there is not a lot to cut.</li> <li>● Goal: Focus on revenue and how to increase funds.</li> </ul> <p>Global approach – Gather information about all activities performed by 77 committees, plus 3 interest groups.</p> <p>Review Draft survey / questionnaire – Brainstorming Activity Board Discussion--</p> <p>How does your committee fit within other committees Should we provide a drop down menu? Will this activity support the strategic plan? Most of the revenue come from Membership. Perhaps, we should leave off revenue during this activity. Capture member value: webinars, etc. (direct/indirect)</p> <p>Not everyone is creating something, but the work is important. Example: Recruitment</p> <p>How does your committee support the Section or RUSA?</p> <p>Coordinating Roles</p> <p>Unilateral questions: What are we doing and how can we help you? How does RUSA support your committee? Infrastructure</p> <p>Expectations of RUSA. Should we provide examples?</p> <p>Who should we target?</p>	

	<p>What do you think about operational questions? Here is an example of a group that uses... (insert pop-up window)</p> <p>Recommendation: Remove old (sunset) committees</p> <p>This activity will help to update the website.</p> <p>Leaders of the section should edit and remove outdated information.</p> <p>Should the questionnaire go to Section Chairs? We need a point person.</p> <p>Member Effectiveness</p> <p>Extra time is needed to complete the survey/questionnaire. (no drop down options provided in Excel)</p> <p>Soft deadline is April 12<sup>th</sup></p> <p>Hard deadline is April 15<sup>th</sup></p>	
Conclusions		
Deadline	Action Items	Person Responsible
	<ul style="list-style-type: none"> <li>Beth will send the questionnaire out to Section Rep., Vice Chair, RLC, ETA -- leaders will contact the appropriate person.</li> </ul>	Beth German
<p><b>Agenda Item 4. RUSA Strategic Planning (Ann Brown)</b></p>		
Discussion	<ul style="list-style-type: none"> <li>Review the Vision/Mission Statement work created during the Midwinter Conference</li> </ul>	

Deadline	Action Items	Person Responsible
Conclusions	Adjust the Board Meeting Agenda: April - Strategic Planning May - Budget and Finance On boarding of new leadership is pushed back to June	
Deadline	Action Items	Person Responsible

**Notes of Interest / Next Meeting**

- May 13, 2019
- June 10, 2019
- July 8, 2019

\*Time: 1-2:30pm Eastern / 12-1:30 Central / 11-12:30 Mountain / 10-11:30 Pacific