RBMS Publications and Communications Committee Meeting Minutes, 2013 January 26

Present: Jason Kovari (Chair), Jennifer Borderud, Elizabeth Call, Rachel D'Agostino, Elspeth Healey, Melissa Hubbard, Kate Hutchens, Athena Jackson, Jocelyn Karlan, William La Moy, Juli McLoane, Laila Miletic-Vejzovic, Nancy Poehlmann

Call to order, 1:05pm

Recorder is Nancy Poehlmann, who volunteered prior to the conference.

Introductions

Reports from working groups and ex-officio liaisons

Web Team (Melissa Hubbard)

The general trend is growth, with a substantial increase in usage since Annual 2012. Mobile access constitutes 10% of usage.

The team has also been investigating migration from HTML to a content management system. After considering Drupal, which does not work with Dreamhost, they are evaluating Wordpress and Joomla!, both of which are supported by Dreamhost.

The team is looking for a volunteer to implement TemaTres with Controlled Vocabularies.

Melanie Griffin is building an awards gallery for the Exhibition Awards Committee, and expects it to be ready in a few months.

There has been flat usage of Digress.it for the last six months; the web team is considering contacting the groups using Digress.it to ascertain if the platform still serves their needs.

Social media continues to grow, due to the efforts of Lynne Thomas and Shannon Supple.

Although the website was hacked in November, there was no threat to rbms.info users. The site was fixed in five days; the incident helped point out which security efforts were working and which were not, enabling the Web team to make the security stronger.

A full web team report can be found:
http://rbms.info/committees/minutes/2013/webteamreport13m.pdf

The chair congratulated the Web Team for its work.

Documentarian (Melissa Hubbard / Francis Lapka)

Valerie and Jennifer captured the presentations for the 2012 Preconference, and they are now all online. A third RBMS-owned recorder will be added for the 2013 Preconference. Melissa suggested that editing be included in future budgets, as it was extensive; that and

other suggestions will be forwarded to future Preconference documentarians and has been shared with Preconference Planning chairs and Tory Ondrla.

News Editor (Ethan Henderson)

Ethan reported by email that everything is going as planned. Please contact Ethan at editor@rbms.info if you have any news to share, including job ads.

Listserv (Everett Willkie)

Everett reported by email that the listserv now has 1169 subscribers, and continues slow but steady growth. Everett has been the moderator since the inception of the list in 2001. The chair thanks Everett for his continuing role as moderator.

RBM (Beth Whittaker)

No report.

Unfinished Business

Bibliography / Check-list update (Liz Call)

The bibliography is intended to contain all the work produced by RBMS, to date about 200 citations. The challenge is that the citations have not been created with any consistency. The citations will follow Chicago Manual of Style with additional detailed information, such as ISBN, extent, and embedded links to e-versions.

Liz asked the committee whether electronic versions should appear in a separate subheading; also whether the links should be basic html or something more dynamic.

After some discussion, the chair recommended that Liz send the bibliography to the committee for comments.

Your Old Books (Melanie Meyers and Garth Reese)

No report. The chair reminded the committee that Melanie and Garth are completing their tenure on the committee in June 2013. The chair will update the committee on the status of, and next steps for, *Your Old Books*.

Virtual participation documentation (Kate Hutchens)

Denis Moser, Jennifer and Kate have been investigating other models of virtual participation, specifically those created by LES and CLS, which spell out the requirements of virtual participation to ensure substantive contributions.

The discussion included questions of expectations and exceptions, whether the committee volunteer form had a choice of being a virtual member, whether a maximum percentage should be placed on virtual membership and what technology would be required for virtual attendance and participation.

The first decision of the committee was to delay discussion of virtual membership until virtual participation was better delineated.

Following discussion, the chair charged the group to investigate what institutional support is required for virtual participation. The major aspects for investigation are technology, ALA and ACRL support, and reorganization of committee structure.

The chair asked that the group send its recommendation to the full committee in early May so that it can be discussed at the Annual meeting.

New Business

Preconference presentation materials policy

There is no policy to inform preconference speakers that RBMS would like them to share their presentation materials and slides. The documentarian contacts each moderator to solicit the materials from their speakers, but it is extra work for the documentarian, whose main task is to record the plenary sessions. Should we consider including asking for presentation materials in a speaker's documentation?

During discussion, it was suggested that RBMS investigate creating a RBMS slide share account, which would ensure continued access to presentation materials.

The committee moved to draft a policy whereby speakers are informed prior to their presentations that the expectation is that all presentation materials will be submitted to RBMS for sharing.

The committee's vote was 5, affirmative; 0, negative. The motion carried.

The chair will email a draft of this policy to the committee for comment.

RBM distribution process for book fairs

There is no set policy for distribution of RBM to book fairs. It has been left to book captains or fair organizers to contact the committee, running the risk that we may not have any copies available.

During discussion, the suggestion was made that it would be better for the committee to find the funding and provide oversight. Another suggestion was to have one copy for fair participants to peruse, along with flyers giving the subscription information.

The chair will speak with Beth Whittaker about printing an advertising flyer.

Committee roster

An informal concern has arisen that rbms.info provides institutional affiliation and address on the committee roster, thereby giving more information than ACRL provides. RBMS Executive Committee asked the Publications and Communications Committee to discuss.

The committee discussed the amount of information, that the information is publically available, and whether added information is a question of privacy or consistency.

A motion was made to notify committee members when a roster is sent out, providing an opt-out form so that anyone who wants their institutional affiliation and address removed can so request.

The committee's vote was 5, affirmative; 0, negative. The motion carried.

Announcements

There were no announcements.

Adjournment

The meeting adjourned at 2:34 pm.

Respectfully submitted,

Nancy Poehlmann

Sign-in sheet:

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