

RBMS Budget & Development Committee

DRAFT Minutes

2013 ALA Midwinter
Seattle, WA
Westin Seattle Hotel - Adams

1. Introductions; announcements & review of agenda
2. Appointment of recorder Sarah Fisher
3. Review and approval of 2012 Annual minutes Approved
4. Leab Award fund report Cherry Williams: nov. 1 2012, \$32,165. We earned \$274 in interest between 9/1-11/31. There were \$53 in bank fees.

Changes in ALA endowment rules. Don't want to disband the fund. Need to get up to \$50,000 in 9 years. Grandfathering in is not an option. Need to fundraise, use any unexpended balance from our annual budget. Mary Ellen Davis suggested that ACRL might be willing to transfer money from their endowment. Q. Can we broaden the mission for the fund? A. would have to go to the Leabs which we would prefer not to do this. EC would like to go to exec sooner than later with ideas. Need to make up \$18,000 to reach the 50K mark over next 9 years. (If we put 500 from budget each year and ACRL matched that, we would get there.) Ideas for spending the money generated from a larger endowment: workshops on how to design catalogs, online version of such.

Motion: ECS proposes we recommend to Exec that we continue to build the fund up to 50K through a combination of donations, use of section budget, where appropriate money from Preconference, and that will explore with ACRL other funding options. **APPROVED**

5. Preconference budget reports
 - a) San Diego, 2012 (Kelly) (ECS sent report around to BD members) It was great, made some money. Profit is: \$11,410, of which RBMS gets half (\$5705) which traditionally goes to scholarship fund unless told otherwise.
Useful to ask booksellers to sponsor things (plenaries, petting zoos, etc.)
EC asked Erica for a fundraising update for upcoming preconference. This document was forwarded to committee by ECS.
 - b) REVENUE
Registration fees \$104,480
Donations \$42,050
Overhead-exempt revenue (tours/tickets) \$ 1,600
Total Revenue: \$148,130

EXPENSES
Total Expenses \$136,720

NET +\$11,410

c) Minneapolis, 2013 (Dowell & Nelson)

Arvid: looking at organizations that we buy from and made pitches to Hollinger/Metal Edge, Gaylord, and University Products. Talked to some library schools, San Jose is sponsoring the new member orientation, Both Indiana and UMinn are also sponsoring a small amount. Also proposed people sponsor busses, which was successful. Preservation Technologies. Arvid will share his emails with the 2014 folks (Athena and Fernando)

ECS – although small is useful getting 2-4 3-5K donors is useful.

ED – host institution prospectus, does it help to give a ballpark figure for contribution? ECS recollection is from several years ago it was \$10,000.

d) 2014 Las Vegas This is the 55th preconference so will be LV. Budgeting: registration rate remains the same at 280. We get commissions and kickbacks from the hotels. Tory is putting that money towards receptions. Lots of concessions, free wifi, in part because we are piggy backing on ALA and because it is Las Vegas.

6. Scholarship funding

a. Update on ACRL Friends - RBMS Scholarship Fund – (Schroeder)

Combination of preconference revenue, granting agencies, and donations. Because of ACRL budget there is no opportunity to go to ACRL directly. That leaves only profit and donations.

b. Brainstorming ideas for scholarships – Lacy & Fisher

First part of this brainstorming was Erica's email request which generated \$565 before the end of the year.

ECS this should go before Exce. Proposals:

Create a donate button on the front page of RBMS website. Goes to ACRL Friends page but all the money goes to RBMS.

Actual scholarship webpage. (Links to Preconference, donation form, 2008 report, lists of past recipients, list of donors (not real time but rather annually), qualifications, etc.) Add quotes from the scholarship awardee reports. This would come out of the B&D committee.

For next year with idea of awarding \$15K in scholarships we are \$3K short. Goal is to raise \$3000 for 2013. Remind people they can donate during registration and from website. Dan Slive and EC are going to sponsor a scholarship and are going to approach past chairs about doing this. Other ideas is past winners of scholarships,

Blynne, Athena, and Sarah will draft a letter to past scholarship winners. Blynne will make a leadership role.

Aggressive fund raising effort over next 2 months.

Scholarships solicitation timeline:

Fall before preconference – determine fundraising goal for next year

December before preconference – reminder to donate before year end

January/Midwinter – Announce at Info Exchange

January/Midwinter – Confirm any special challenges

February – In conjunction with announcement of opening of registration remind folks of scholarship goals. Remind either donate through registration or through ACRL Friends site.

February – Follow-up special challenges or outreach

March – Update of fundraising goal.

April – Update of fundraising goal (that may or may not work depending on when registration might close)

June – Fundraise at preconference; perhaps as part of scholarship breakfast or newcomers. Perhaps a silent auction at bookseller's showcase???

Suggestion to create a visual recognition of how much is being raised over the course of the preconference at each Plenary. (How much is raised each day.) ECS asks the committee and guests to please think about what we can do during the Preconference to raise money. Maybe when the next years preconference chairs speak they can make the pitch?

7. Proposals for use of section budget and other funds

Athena report on Joint Conference of Librarians of Color which was a huge success – they had 50 people attend, and hopes we can send people again in 2014.

Reprint of Your Old Books. No additional information from Publications.

8. ACRL Budget & Development update (Schroeder)

ACRL tight budget. Section impact: tweaking amount of money for section budgets, we will probably see about a \$200 reduction in our budget. Flat \$1000 and then 75 cents per member over 400. Most sections spend on average 2/3 of their budget, so ACRL wants to bring them down.

David Connolly had put together a spreadsheet and chart that showed ACRL conference revenue and expenditures going back approximately 10 years. E.C. asked him to do the same for the RBMS preconference.

9. Other proposals to ACRL

11. Old business

a. RBMS Budget FAQ for new section chair and B&D members Still on the table for EC to work on.

Respectfully submitted,

Sarah Schmidt Fisher