

**ANTHROPOLOGY AND SOCIOLOGY SECTION (ANSS)
MEMBERSHIP COMMITTEE MINUTES**

Meeting at ALA Annual Conference in Anaheim, California
Saturday, June 23, 2012 – 1:30-3:30 pm
Location: Disneyland Hotel, Explorer Room

Attendees: Annie Paprocki (Co-Chair), Helen Clements (Co-Chair), Ellen Keith, Hailey Mooney, Erin Gratz, Miriam Rigby (Incoming Co-Chair)

I. Welcome and Introductions

II. Reviewed Membership Committee Charge:

The Membership Committee coordinates recruitment and retention activities, encourages participation in ANSS activities, consults and cooperates with the Publication Committee in connection with the production and distribution of the section brochure, and serves as a link between ACRL/ALA membership committees and the section. The committee also plans and hosts ANSS social events at Midwinter and Annual Conference. It also sends letters to new members and to individuals who have dropped their membership.

III. Continuing Business

- A. **ANSS 40th Anniversary Dinner last minute details** (Annie Paprocki. and Helen Clements): The Super Committee met quickly earlier in the day. Everything is planned and there are no last minute details to be taken care of.
- B. **Membership Survey planning for Spring 2013** : The last membership survey was conducted in the spring of 2011. After some discussion the committee decided to conduct the next membership survey in the late summer/fall of 2013. If we do pre-publicity prior to Midwinter, committees would be able to work on their questions at Midwinter 2013. Membership committee could then work on finalizing the survey at Annual 2013; sending out the survey late summer/fall. The committee can work through the fall and spring to compile the results. The committee will talk with Terry Epperson and Jen Darragh about promoting the survey through pre-advertising and publicity.
- C. **Follow-up Article for *Currents***: (Helen Clements and Miriam Rigby) Miriam and Helen will consult with Jenny Bowers and Jen Darragh about writing a follow-up article for “ANSS Currents” about what has been done as a result of the survey. This will create goodwill with the members, as well as inform the membership on how ANSS committees have used the information gathered. Hopefully, it will also impact the number of ANSS members who continue their membership in the future. Although Jen Darragh will cycle off this year, we will ask her and Terry Epperson to do pre-publicity to emphasize that this survey is for the entire section.
- D. **Virtual Meeting**: (Jennifer Darragh.): The virtual getting to know ANSS meeting occurred in June, and it is planned to continue in the future. Otherwise, nothing to report. The meeting was discussed further under New Business and a “Save the Date” notice for these meetings should be posted.

E. **Annual report to ACRL:** (Erin Gratz, Helen Clements and Miriam Rigby) The report will include information on the number of committee members and letters sent to new and reinstated members during the fiscal year 2011-2012, a total of 113 letters. . Annie Paprocki sent the letters from July through December 2011. Helen Clements is sending letters for 2012, and Miriam Rigby will do them in 2013. The ACRL Section Membership Committee suggested adding further details. Erin will provide these statistics and Helen will check on the ANSS-L listserv registration.

F. **Ambassador program review (Helen Clements):** Mentioning the program in *ANSS Currents*. This did not occur in the Spring 2012 issue. The *Currents* editors will be requested to mention the Ambassador program in future issues.

a. Sending direct email to new members in May in anticipation of ALA Annual in June: In the past the Ambassador Program has been included with the announcement of the social, as well as a separate announcement. This year, there didn't seem to be any inquiries to the Ambassador Program, but it needs to be taken into consideration that there was also no publicity for it prior to Annual. At Midwinter, there were about 3 inquiries.

b. The program should be publicized before before Midwinter and Annual meetings; It should be announced in *Current*, on the website, and on ANSS-L, with the Social invitation, and a couple of weeks before the conference dates. It is unknown if it was announced in the June "Getting to Know ANSS" meeting. It should be included in future meetings.

G. **Creating guidelines for venue selection for the Social:** (Helen Clements and Annie Paprocki): Helen brought an initial draft to start the conversation. This document looks only at Social planning, not at larger event planning. Annie will make the updates to the document and send the final draft to the committee. From there it will be posted to ANSSWeb. Miriam will be planning the social in Seattle for midwinter.

a. Recommended changes:

1) *Under preliminary research.*

a) Restaurant has vegetarian options.

b) Note: sushi is not for everyone.

2) *Under Information Needed from Venue*

a) Change to "up to \$20"

b) Can they accommodate separate checks?

3) *Under Communication:*

a) Remove "small"

b) Typically the social is on Friday at 7pm

c) Discussion on RSVP. Remove RSVP.

d) Invite other sections or groups via listservs. (NMRT, EBSS, and other similar sections)

4) *Under Timeline:*

a) Change to 2-3 months in advance. Remove "simple"

b) Move venue suggestions to Preliminary Rsearch. Scratch the first sentence.

5) *Under Other add:*

- a) Meet up at the convention center prior to social. One person hold ANSS social sign and leads group to social location. This should be noted either in the invite or separate email to ANSS.
- b) Call restaurant to confirm reservation a week in advance. Remind venue of separate checks.
- c) Committee members should make it to the restaurant at least a half hour early to welcome the group.

IV. New Business

1. **Orientation:** (Committee)The virtual session went very well and it was decided in Executive that it should continue. Holding an orientation session before the deadline for committees was also discussed. This will provide members with a contact, let interested people know they can just show up to a committee meeting, and how to get involved. ANSS leadership should be involved in this orientation. Membership Committee should plan, advertise, etc. We discussed ways to hold the session, and thought we could get some guidelines/ideas from the newly formed virtual participation task force. It was noted that a group of moderators would be beneficial.
 - a. Timeline: before the deadline for committees (apparently February).
 - b. Invitations should be sent to the NMRT, Emerging Leaders, EBSS, WGSS, and posted in ALA Connect.
 - c. Pre-Publicizing: Look into the technology possibilities, and whether or not we could use ACRL webinar technology.
 - d. The committee brainstormed on what would be presented:
 - e. Key things you need to know about ANSS:
 - 1) Social
 - 2) *Currents*
 - 3) What are the committees, how to get on them?
 - 4) Website and listserv
 - 5) Highlighting currents members publications and recognition
 - 6) The possibility of virtual membership?
 - f. The meeting would be an hour session with approximately a half hour overview. Webinar format could include slides. Personnel for the meeting, should include the current ANSS Chair and other officers. To present the meeting effectively, we would need a moderator of questions, a speaker, and a person on tech support.

Respectfully submitted,
Erin Gratz, Helen Clements