

RUSA

RUSA BOARD **DATE: March 9, 2020**

Meeting Documents Landing Page:

Approved

Note Taker: Bobray Bordelon

Board Members:	Attendance:		
	<i>Quorum: 7</i>		
	Name	Role	In attendance [x]
	Beth German	RUSA President (v)	excused
	Courtney McDonald	RUSA VP/President Elect (v)	X
	Ann Brown	RUSA Past-President (v)	
	Bobray Bordelon	RUSA Secretary (v)	X
	Greg Fleming	BRASS Representative (v)	X
	Pat Gregory	CODES Representative (v)	X
	Chris Pryor	ETS Representative (v)	X
	Melissa Gonzalez	HS Representative (v)	X
	Cindy Levine	RSS Representative (v)	excused
	David Ketchum	STARS Representative (v)	X
	Alesia McManus	RUSA Division Councilor (v)	X
	Stephanie Graves	Director at Large (v)	X
	Kathleen Kern	RUSQ Editor (nv)	X
	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		
Agenda Item 1: Welcome and Nesting		
Agenda Item 2: Approval of the Minutes		
Discussion	February 10, 2020 Minutes	
Deadline	Action Items	Person Responsible
	Gregory motioned to approve. Graves seconded. Approved.	
Agenda Item 3: Update from the Executive Director		
Discussion	<p>For the full report see Executive Director March 9, 2020 report</p> <ul style="list-style-type: none"> • Budget/Membership/Online learning: Through January RUSA's revenues were above budget by \$3,805 or about 3%. Expenses were slightly over budget by \$1,025 or approximately 1%. RUSA's YTD Net Revenue is -\$21,189, against a budget of -\$23,969. Membership is down by about 3% year to date but online learning is up by 19%. RUSA has a number of sessions starting or in the works. • RUSA Annual: The Annual Conference website is live and registration is open. RUSA has begun promotion of ticketed events and will continue with promotion of the full RUSA slate of meetings now through Annual Conference. ALA has issued a statement on COVID-19 and will continue to monitor. • RUSA Committee Appointments: RUSA held an appointment "open house" for vice-chairs on March 4th. The open house covered items in the appointment process such as working in the appointment database and appointment timelines. A volunteer "open house" is also being planned for late March. Details to follow soon. • FY21 Budget Cycle: The first version of the RUSA FY21 Budget will be submitted March 9th. This version is very similar to the previous budget. The RUSA B&F Committee met on February 12th and again on March 5th. There will be a second opportunity to make edits to the budget when it reopens in April. Focus will be on reducing expenses in alignment with the strategic priorities. Once reopened, edits to the budget will be allowed to be submitted up until May 22nd. • Awards: The 2020 Achievement Awards deadline was extended 2-weeks to February 29th. The award committees have been asked to select winners and notify the RUSA office by March 13th so promotion may begin. A list of award submissions per award can be viewed here. 	
Agenda Item 4a: _ Special Projects Associate for Reference and User Services Quarterly		
Discussion	Proposal Motion Kern motioned. McManus seconded. Look for a message to vote online soon.	
Deadline	Action Items	Person Responsible

	Look for a message to vote online soon.	RUSA Office
Agenda Item 4b: _ Online Voting procedures		
Discussion	Proposal Motion passed.	
Deadline	Action Items	Person Responsible
	Motion passed for Online Voting procedures. Will be inserted into a revised RUSA Guide to Policies and Procedures.	RUSA Office
Agenda Item 4c: _ Committees and TF Updates		
Discussion	Update summary – see for full details of all groups <ul style="list-style-type: none"> Professional Development: <ul style="list-style-type: none"> I am RUSA Campaign http://www.ala.org/rusa/membership/iamrusa/gallery Sign up and join the effort! Most proposals have been from outside the sections. Sections please look at potential content. RSS will be proposing one on aging populations. Conference Program Coordinating: Question asked about attendance at annual programming that always occurs routinely. With fewer slots available we should review attendance and evaluations. Mentoring Task Force: We have an orientation manual devised and updated by various past presidents. Is it online? McDonald will look for it. Should it be continued? If so, updated? How does it relate to the RUSA Guide to Policies and Procedures? Guidelines Task Force: Will bring a proposal for a first reading in April that outlines categories of ‘guidelines,’ and recommends process around those. Based on Board feedback will revise and bring a final report at Annual meeting. 	
Deadline	Action Items	Person Responsible
	Orientation manual review	McDonald
	Guidelines Task Force update	McDonald
Agenda Item 4d: _ Update to RUSA members		
German is working on an update to RUSA members for our activities, SCOE, etc.. A link will be sent soon. ACRL and PLA are planning to issue another letter to ALA regarding the financial situation and other divisions including RUSA are being invited for input and signature.		
Deadline	Action Items	Person Responsible
	Letter to RUSA Members	German
Agenda Item 5 : Announcements		

Discussion	<p>Annual Schedule</p> <ul style="list-style-type: none"> ●RUSA Leadership Council: Friday, 2:30pm-3:30pm ●RUSA Board of Directors: Saturday 1:00pm-3:30pm ● RUSA President’s Program: Saturday 4:00pm-5:30pm ●RUSA Budget and Finance Committee: Sunday 10:30am-12:00pm ●RUSA All Committee Meeting: Monday 8:30am-10:00am ●RUSA Leadership and New Committee Chair Orientation: Monday 10:30am-11:30am
------------	---

Agenda Item 6: Wrap up, action items, next meeting

Discussion	<ul style="list-style-type: none"> • Next meeting: April 13, 2020: tentative guidelines update; possibly more from Budget & Finance
------------	--

Notes of Interest / Next Meeting:

- Notes of interest:
 - [Online voting](#) procedure motion passed.
- Meeting schedule
 - April 13
 - May 11
 - June 8
 - Annual – June 27

Meeting was adjourned at 1 pm Central.