

**ACRL Literatures in English Section
Annual 2015 Executive Committee
Combined Meeting Minutes**

Exec. I: Saturday, June 27, 2015, 8:30 a.m. - 10:00 a.m., Hilton-Union Square 13

In Attendance:

Jaena Alabi (Chair, Planning Committee), Laura Braunstein (Chair, Conference Program Planning Committee), John Glover (Chair, Publications Committee/*Biblio-Notes* Editor and Co-Chair, Reference Discussion Group), Liorah Golomb (Chair, Membership Committee), Arianne Hartsell-Gundy (Past Chair), Irene Herold (ACRL Board Liaison), Robin Imhof (Member-at-Large), Hazel McClure (Co-Chair, Collections Discussion Group and member, Membership Committee), Chris Ruotolo (acting secretary for Linda Stein and Chair, 2015 Nominating Committee), Amanda Rust (Vice-Chair/Chair-Elect and Chair, Virtual Participation Committee), and Laura Taddeo (Chair).

Exec. II: Monday, June 29, 2015, 10:30 a.m. – 11:30 a.m., Hilton, Lombard Room

In Attendance:

Jaena Alabi (Chair, Planning Committee), Judith Arnold (Co-Chair, Collections Discussion Group), Amanda Binder (Social Media Coordinator and List Administrator), Laura Braunstein (Chair, Conference Program Planning Committee), John Glover (Chair, Publications Committee/*Biblio-Notes* Editor and Co-Chair, Reference Discussion Group), Liorah Golomb (Chair, Membership Committee), Arianne Hartsell-Gundy (Past Chair), and Chris Ruotolo (acting secretary for Linda Stein and Chair, 2015 Nominating Committee), Amanda Rust (Vice-Chair/Chair-Elect and Chair, Virtual Participation Committee), and Laura Taddeo (Chair)

Items are here in agenda order; actual order varied. Reports provided by email are indicated by †.

I. Welcome and introductions (Taddeo)

II. Approval of agenda (Taddeo)

The agenda was approved.

III. Approval of minutes from ALA Midwinter 2015 (Taddeo)

The minutes were approved. Laura Braunstein noted a change in the program speaker mentioned in the minutes. Leah Jacobs, a graduate student at Berkeley, will be taking the place of the third program speaker, Dan Pacholke, from the Washington State Department of Corrections.

IV. Announcements from Chair (Taddeo)

No major announcements. Laura Taddeo apologized for the mix up of rooms scheduled for All Committees Meeting on Monday. Taddeo requested that the meetings be held in the same room, but they were split up on the schedule. The All Committees Meeting is scheduled to be in the Hilton, Golden Gate 5, and all of the committees will be meeting there. Piper Martin is attending the ACRL101 meeting and will give a summary of how that went.

V. ACRL Leadership Council announcements (Taddeo & Rust)

No announcements.

VI. ACRL announcements (Griffin)

None due to Megan Griffin's absence.

VII. ACRL Board update (Herold)

A. Updates from the ACRL Leadership Council Meeting

1. Strategic Plan/Plan for Excellence in the goal areas – are there new topics that need to be considered? Amanda Rust had noted collections as an omission; it is an area mentioned for the Board to consider as an addition to the Strategic Plan, "The Plan for Excellence."
2. The strategic planning and orientation session is scheduled for September. The ACRL Board meets in Chicago to discuss plans and changes.
3. Revision to Student Learning and Information Literacy Committee (SLILC). A member of the Community and Junior College Libraries Section (CJCLS) has been added. University Libraries Section (ULS) has proposed an innovation award; it will be considered at the ACRL Board meeting.
4. Working closely with the Research and Scholarly Environment Committee (ReSEC) on open access educational resources and proposed changes to copyright law. Broad themes include media use in copyright law.

B. LES's New ACRL Board Liaison

The new liaison is Lori Ostapowicz-Critz from the Community and Junior College Libraries Section. She is attending another meeting and couldn't come, but she is looking forward to working with LES.

C. Ability to Join Multiple Sections

The new rules about being able to join multiple sections haven't made a big difference in all cases. LES membership is in good shape (576 members—up about 75 members from last year), so we don't have to worry. Asian, African, and Middle Eastern Section (AAMES) is considering transitioning to becoming an interest group. The Women and Gender Studies Section (WGSS) membership fell below the section threshold by one person (399). Hopefully they will bounce above the cut-off line. Herold could not remember the status of the Slavic and East European Section (SEES). A section gets a board liaison; an interest group does not. There is less ACRL staff involvement with interest groups. A section has an operating budget based on membership; an interest group gets a flat sum. A section has guidelines and governance materials; interest groups have operational guidelines and no subcommittees. An interest group can sponsor a liaison to another higher educational group.

D. Status of ALA Connect

ALA is transitioning away from Connect. All current content is going to be moved to

another system. ALA will make an announcement soon.

E. Last Meeting as LES Liaison

Exec members thanked Herold for her work with the section. Herold encouraged members to think about becoming an ACRL Board member.

VIII. General Membership Forum Report (Golomb)

Liorah Golomb reported that there are three panelists lined up for the General Membership Forum: Laura Braunstein, John Glover and John Edward Martin, with a possible fourth (John Martin's Spectrum mentor). Golomb will moderate the panel. She will ask questions, get the discussion started, and open it up to the floor.

IX. Old Business

A. Review of 2014/2015 LES Budget (All)

Exec had decided not to sponsor an emerging leader, to save some money for swag. LES spent \$500 on an emerging leader and \$275 on the MLA liaison (the most that can be given). There was no social at Midwinter, so there may be a little bit of money left over. Exec members did not think the money carries over. Receipts have to be in by the end of the month. Taddeo will send a reminder about deadlines after the conference.

The total budget is a little over \$1,000. Exec could take emerging leader money and buy swag next year; wouldn't have to do this every year. Robin Imhof provided rough amounts for U.S.-made products: eco-friendly pens (\$676.40 for 1,200) and lens cleaning cloths (\$550 for 1,000). She can share this information with the new Member-at-Large, Zara Wilkinson. The figures are from Promoversity, which her institution has used. Highlighters are probably the next cheapest option. The prices include the initial setup fee; after that it's cheaper. The costs are high because would need to buy in bulk, but a large order could last a long time. The main target audience would be people LES wants to join the section. The items could be distributed at LES Socials and at ACRL 101. It might be helpful to get samples. Exec would have to figure out who would store 1,200 pens and ship them to the conferences; ACRL wouldn't store them. Would lens cloths weigh less than pens? This could be a task for the LES Chair. It wouldn't be necessary to bring all of the pens or cloths to a conference.

B. Funding Modern Language Association (MLA) Liaison (All)

Laura Taddeo assumed LES would want to fund this again. Sarah Wenzel gets money from other sections (e.g., WESS). We can give up to 20% of our budget; the amount has depended on where MLA is held. Sarah does a good job of representing the library world at MLA. The money needed for swag may be a consideration. A decision is needed soon, so maybe it could be made by the end of the conference.

X. New Business

A. Task Force Reports (Imhof)

Robin Imhof distributed drafts of the *Guidelines for Deselecting Literatures in English Collections*. She would like feedback from Exec and the Collections Discussion Group. Linda Stein will upload the draft document to the LES website and wiki after Annual. Imhof thanked Melissa Van Vuuren for helping to shape the document. The guidelines

are especially important since Herold said that collections will be part of the ACRL Strategic Plan. Task force members have already been contacted by people working on weeding projects who want to see the draft. Imhof asked if Exec needs to formally approve the document.

There was discussion about options for gathering feedback: putting the document on LES-L, using Survey Monkey or a Google form, or using a Google doc with public comments. Feedback on the document is wanted, but not related to the larger question of weeding in general. Structured feedback would be most helpful. Having specific questions would be a nice compromise. We should seek feedback after the deadline for minutes from Annual (July 24th). The goal is approval by Midwinter Meeting with feedback by the end of October; the feedback window should be short (two weeks or so). We can vote electronically. Exec members felt that the final document should be published in *C&RL News* with the members of the task force as the authors.

There is a LES ad hoc committee working on a primary materials document. Kathy Johnson and Frank Gravier are members. Concern was expressed by Johnson about the possible need to have the deselecting guidelines address items that may be historically important and how this would connect with the other committee's document. Amanda Rust suggested a statement about the scope of the document since the deselecting guidelines focus on circulating collections rather than special collections or primary sources. This could be added to the document and included as a preamble when it goes out to LES-L. Rust volunteered to draft a few sentences and send them to Exec for review. Exec congratulated Imhof's committee for their work on producing a helpful document.

B. Status New Members Discussion Group and Virtual Participation Committee (Rust)

1. New Members Discussion Group (NMDG)

The New Members Discussion Group (NMDG) doesn't seem necessary anymore; its purpose seems to be covered by the LES Social and the General Membership Forum. If so, we can dissolve it. Attendance has been really small. We have the discussion group meetings. All Committees Meeting is awkward for newcomers, but when people do come they tend to join the section and get involved. It would be helpful to have someone at the front of the room to welcome people to the All Committees Meeting and find out about their interests. It'd be nice to know which committee is seated at what table. Do we have table tents?

Other suggestions for welcoming new members and officers: Invite incoming officers and ex-officio chairs of committees to come to the Exec meetings before their terms start so they can see what goes on. Officers could wear name tags with LES positions at LES Socials and meetings and also begin meetings with brief introductions. These ideas could be discussed at the Membership meeting. There could be breakfast at the All Committees Meeting if a vendor would be willing to sponsor it. It's very expensive. This may be a good project for the new Member-at-Large to investigate. Imhof can share this idea with Zara Wilkinson.

Newcomers who attend the Membership Forum or the discussion group meetings could be invited to check out the All Committees Meeting. At All Committees, someone from Membership could look for them as they come into the room. We should talk about formalizing this.

John Glover called for a vote to dissolve the New Members Discussion Group (NMDG). Robin Imhof seconded. Exec voted unanimously to dissolve NMDG with the condition that the Membership Committee address issues related to welcoming new people. A new chair hadn't been appointed for NMDG due to previous discussions about the group, so this is not a consideration.

2. Virtual Participation Committee

Amanda Rust is still the chair of the Virtual Participation Committee. The group didn't seem necessary now because virtual meetings are easy to schedule through ALA, but section volunteers are increasingly interested in virtual participation. Maybe the committee needs to be more creative about what virtual participation means and explore options like Twitter chats and online webinars. The committee currently has no incoming chair but it could be reformed to focus on these activities.

Virtual participation seems important because many committee members are absent from Annual. We can't count on Internet access to connect during the meetings. Some are trying to participate by phone on speaker. In-person attendance used to be mandatory, but we don't want to limit people's participation, and the rule isn't enforced. We may need to be clearer about committee positions and more intentional about one virtual member per committee. If we expect people to come to Annual, we need to tell them that. Midwinter Meetings are virtual. Active participation is more important than in-person attendance. We should encourage attendance, but be flexible.

Committee appointment letters don't include anything about attendance, so maybe newer ALA members don't know the expectations. It would be helpful to announce typical meeting times in the appointment letters. Amanda Rust could ask ACRL to see if we can change the appointment letter and be more explicit about inviting new members to meetings before their appointments begin. It was decided that new committee chairs should be added in the spring to the Exec discussion list before their terms begin/when they accept their appointments, so they will be better prepared when they come. This has been done in the past. The Chair needs to remind the List Moderator. Amanda Binder manages the list.

The decision was made to reform the Virtual Participation Committee to organize activities that would be virtual professional education sessions: chats, online seminars, etc. The committee may still be needed if reformed. It has members but no incoming chair. Rust will ask David Oberhelman if he's willing to be chair.

C. Membership Committee Issues-Co-Chairs/Mentoring (Golomb)

Liorah Golomb found out there's no ACRL mentorship program, just the conference buddies; our mentoring program is still needed. She will moderate the panel at the Membership Forum. There should be time for people to introduce themselves.

XI. Reports (Exec. II)

A. Chair (Taddeo)

Report given earlier.

B. Vice-Chair/Chair-Elect (Rust)

David Oberhelman is willing to chair the Virtual Participation Committee in the coming year.

C. Past Chair and Chair, Nominating Committee (Hartsell-Gundy)

Digital Humanities in the Library: Challenges and Opportunities for Subject Specialists, co-edited by Arianne Hartsell-Gundy, Liorah Golomb and Laura Braunstein, has been published and is available. The editors dedicated the book to LES. They led a panel about the book at the Digital Humanities Discussion Group meeting, which was well received.

D. Secretary (Stein absent, report via email) †

1. Exec Meeting Minutes

Linda Stein will submit a draft of the Exec meeting minutes to Exec. Once the minutes have been revised and approved by Exec, they will be sent to LES-L, the LES wiki, and ACRL (Megan Griffin/Connect). Draft minutes can be sent to ACRL; if the minutes are corrected later, another copy is sent.

2. ALA Archive

At outgoing secretary, Stein can send LES materials she has collected during the year to the ALA Archives. The ALA Archives are housed at the University of Illinois. In the past, a folder or small box of collected documents may have been handed from Chair to Chair. (ALA guidelines said keep for five years and select items for ALA Archives.) Our Governance document doesn't give specific procedures for archiving. Other section guidelines mention a mailing address (ACRL 50 E. Huron Street, Chicago, IL 60611 ATT: for ACRL Archives).

At Annual 2013, Exec discussed the possible need for a Planning/Publications ad hoc committee on LES archival procedures. There is an ALA digital repository (at <http://archives.library.illinois.edu/ala/alair/>). Some LES items from 1994 and 2004 are there. Stein can try sending documents from 2014-2015, approved by Exec, to the repository this summer or to ALA Archives via mail. Exec may want to consider sending other LES materials to the online repository.

The LES wiki has been used as the section's archive even during the years when it also served as the LES website. Any LES member can upload minutes, program flyers, bibliographies, draft documents, and other materials to the wiki as PDF files. Stein as Wiki Editor can assist with this process or provide instructions.

E. Member-at-Large (Imhof)

No report.

F. Membership (Golomb)

1. LES Membership

LES currently has 576 regular members and 10 institutional members. The number of individual members is up 75 from this time last year. This is probably attributable to being able to join multiple sections without an extra charge.

2. Proposal for Membership Co-chairs

Membership proposes having co-chairs for the committee. The ACRL Section Membership Committee has asked LES to come up with a succession plan— basically deciding what needs to be done and when. There's a lot of work for the Membership chair to do: serving on LES Exec and on the ACRL Membership Committee, trying to organize excursions and socials, and attending the General Membership Forum. Membership approved a draft of the succession plan. Golomb will email it to Exec for approval. We can put it on the wiki, where it could serve as a model for other committees.

What's involved in establishing co-chairs for the committee – can we just decide? It doesn't seem like we need to amend our governing documents. Some sections have a two-year term for Member-at-Large; that person automatically becomes the co-chair member of Membership in their second year. We only have a Member-at-Large for one year. There are pros and cons to asking that person to be a co-chair. Sometimes that person has nothing to do, but sometimes they do have a project, and being co-chair might interfere. Another option is to ask someone on the committee to serve as co-chair. Making it official might help the co-chair justify travel to the meeting. The next time there are membership appointments, we can just appoint a co-chair. Piper Martin may be willing to serve a second term.

† Liorah Golomb reported 7/15/15 that Piper Martin is willing to co-chair Membership.

3. Welcome Letters

The Membership Committee chair sends welcome letters to new members and “we miss you” letters to dropped members, and gets monthly reports from ACRL on who's dropped, who's renewed, and who's new. The letters have been revised substantially from last year and have gotten good responses. Dropped members who have answered the attached survey indicate that they have dropped because they have retired, or because they're giving up on librarianship as a career. Nobody dropped because they didn't like the section, or because it wasn't serving their needs.

4. Mentoring

People thought the mentorship panel went really well. It was nice to have good diversity of experience. Kelly Diamond is administering the mentorship program

now; she has matched five pairs since Midwinter. She had some good suggestions. Membership could develop guidelines to help structure the mentorship, or send out discussion topics on a regular basis. Golomb will send a more detailed email about these options.

5. Swag

Regarding swag for the section, Hazel McClure suggested finding virtual swag, such as an Alibris or Amazon gift certificate or an ebook. These could be used as incentives for new members or a drawing at meetings and would alleviate the problem of carrying physical swag.

6. Suggestions

“Imposter syndrome” came up in the Membership meeting; this could be a topic for a future meeting. LES could post to the New Members Round Table to recruit new members.

7. Calendar

A calendar project to gather events of interest to LES members is planned. We have volunteers, and Golomb will coordinate the volunteers.

8. ACRL101 Report

Piper Martin represented LES at ACRL 101. The turnout was small. Most of the time is spent on ACRL reporting; more time is needed for social interaction. LES has mentioned this to the Board reps in the past and will continue giving this feedback. Martin did speak to a few people to emphasize the broad range of interests and opportunities within LES.

9. Orlando Social

Planning a social in Orlando may be difficult, but Membership will work on it. The city is spread out and hot. A Friday afternoon excursion is also possible. Options include a regional history museum and the Melrose Center at the Orlando Public Library. She will send an email with more details. We may be able to ask a vendor to sponsor this.

G. Virtual Participation (Rust)

No further report.

H. Planning (Alabi)

1. LES Strategic Plan

Planning is looking at the LES Strategic Plan, which is two years out of date.

They’re trying to model it on the new ACRL Plan for Excellence. They plan to have a draft for Exec to review and approve by Midwinter. The Planning Committee is supposed to develop and revise the Strategic Plan. Some activities have expanded outside the scope of official duties.

2. Digital Humanities Statement

Planning also discussed a statement or endorsement about digital humanities; they will use some of Hartsell-Gundy's language about the importance of supporting people working in this area. This will also come to Exec for review by Midwinter.

3. Statement on Primary Source Materials

Waiting for MLA to make their statement first makes the most sense. When that happens, LES Exec can prompt Planning to work on that again. We will need to determine how this statement relates to the deselecting guidelines. The group may have to be reconstituted in a different way due to member changes; it's in a holding pattern now. It is an ad hoc committee.

I. 2015 Conference Program Planning (Braunstein)

1. Library Behind Bars Program

The program went very well, with over 100 people in attendance. There was more general information at the beginning of the talks with an overview of prison populations. We learned that many incarcerated wait two to eight days for access to the library after it is requested. Most prisons don't provide direct access to materials or any catalog system; they only have direct browsing access to collections. The LES speaker was wonderful; Naomi Lederer was great in making that connection.

2. 2016 Program Ideas

ANSS and WGSS are interested in partnering again. David Oberhelman will also put Kristina DeVoe in touch with WESS. The committee has until September to propose something. Braunstein met with DeVoe and gave her the rundown of how things work. Naomi Lederer and Zara Wilkinson are continuing on the committee. Amanda Watson is rotating off but is also on WESS, so there's a connection there. Whatever we do, Braunstein highly recommends collaboration with another section so we're more likely to get a spot on the program.

3. Beyond Tintin Program

Golomb attended the Beyond Tintin program, which was sponsored by LES in name only and held at the same time. Braunstein reminded DeVoe that cosponsoring in name only is a nice way to be supportive without doing much work.

J. 2016 Conference Program Planning (DeVoe) †

The Conference Program Planning Committee (Orlando) met to discuss two program partnerships with which we had been approached: one with ANSS and WGSS regarding digital scholarship/digital pedagogy and how it engages the disciplines (emphasis on the social sciences); the other with WESS regarding archiving contemporary ephemera (e.g. material related to the French Charlie Hebdo attack). Members were more enthusiastic about the WESS partnership and ephemera program idea, suggesting an American component to complement the European one (e.g. collecting related to Ferguson, Occupy events).

The committee will be in contact with WESS shortly to iron out details and affirm the partnership. The committee may also call upon the membership for presenter suggestions.

Proposals for programs at the 2016 ALA Annual Conference are due on September 1st of this year.

K. 2015 Nominating Committee (Ruotolo)

The newly elected LES officers are:

Vice Chair/Chair Elect, Laura Braunstein

Secretary, Jaena Alabi

Member-at-Large, Zara Wilkinson

L. 2016 Nominating Committee (Hartsell-Gundy)

The Nominating Committee has a list of potential candidates and will begin to approach people. Feel free to suggest names to Hartsell-Gundy. The committee might need a few backups, but has a good list so far. David Oberhelman and Aline Soules are also on the committee.

M. Reference Discussion Group (Glover)

The discussion group had a productive conversation on three topics. Attendance was a little over 20. John Glover talked to one of the incoming conveners, Nancy Foasberg, about procedures. Overall, everyone seemed happy with the meeting.

N. Collections Discussion Group (Arnold/McClure)

Judith Arnold said there was a good discussion, with 21 people attending. There was good feedback on the weeding document. Robin Imhof will incorporate the ideas into the document and resubmit it to everyone, hoping to have it done by Midwinter Meeting.

O. New Members Discussion Group (Golomb for Martin/Situ)

No new business. Golomb said Piper Martin noted that the group is still listed under ACRL. This will be fixed after this meeting. ACRL needs to be notified of our vote.

P. Publications (Glover)

Q. *Biblio-Notes* Editor (Glover)

1. *Biblio-Notes*

John Glover edited his last issue of *Biblio-Notes* after four years. Brian Flota and Ashley Ireland are taking over as editor and co-editor respectively. Glover doesn't suggest being Publications chair and *Biblio-Notes* Editor at the same time. Both are big jobs. It's helpful for the editor to have a separate Publications chair.

2. Publications Meeting

A small group from Publications met: Amanda Binder, Brian Flota, and John Glover. They discussed discomfort with the name Publications, since a lot of what the committee does is communication. Should there be a change in the name, or in the charge? According to our Governance document, Exec can decide to make the changes then double check with Megan Griffin. Publications will discuss this

further and come back with a proposal by Midwinter. The committee had a really productive conversation about *Biblio-Notes*. For the next issue, the co-editors could ask Hazel McClure about her book in progress on the *ACRL Framework for Information Literacy for Higher Education*.

3. *LES Bibliography*

The *LES Bibliography* is growing and coming up on 2,000 entries. Publications talked about a virtual celebration on Google Hangout and about usage. Glover will talk to Ruth Boeder about analytics. Contributors need more reminders about the *Bibliography* and structure such as deadlines. Boeder has suggested putting together a short video about how to use the *LES Bibliography*, which might increase usage.

4. Website/Wiki

Brian Rogers will be taking over the website. He has some experience with Drupal, and went through the ACRL training. Linda Stein will stay on Publications another year to manage the LES wiki and to help with the website transition.

R. Website Editor/Wiki Editor (Stein) †

1. Website

Information about LES Annual Conference meetings and programs was posted on the website, including a printable schedule. Brian Rogers will be taking over as LES Website Editor after Annual. Dawn Mueller (ACRL) has been notified of the change. Mueller provides assistance to ACRL website editors and can post information on the site if the LES Website Editor is not available. Linda Stein will stay on Publications to assist with the website transition and to work on the LES wiki. Stein will talk to Brian Rogers about removing information about the New Members Discussion Group (NMDG) from the LES website. Someone from Publications will have to update the LES brochure, which is downloadable from the website and wiki.

2. Wiki

Stein is beginning her fourth year on Publications, which is usually the last year for committee members. However, according to governance procedures, she can continue as Wiki Editor for one or two more years after this at the request of Exec. Stein is happy to continue or assist with the transition to a new Wiki Editor at the end of 2015-2016 (Rogers or another member of the committee). At this time, there is no provision in the guidelines for a separate Wiki Editor to attend Exec meetings as an ex-officio member. Stein can attend if her input is needed for the discussions.

The LES wiki continues to serve as an archive for program flyers, bibliographies and minutes. Thanks to Amanda Binder, LES now has a new category for documents related to social media. While Stein contacts people for minutes and other documents, any LES member can upload information to the wiki or send

documents to her (print documents for scanning or PDF files). This is a good place to put draft documents that are still under discussion by LES committees and members. A copy of the draft deselecting guidelines is available on the wiki as well as the website.

Kathy Johnson kindly scanned her collection of older *Biblio-Notes*. Stein had student workers clean spots and scratches from the PDFs. They are ready to upload to the wiki and website. Some issues were already available on the wiki; they are being replaced with better copies.

S. Discussion List Moderator (Binder)

Amanda Binder will get in touch with Amanda Rust to talk about adding and removing people from the LES Exec mailing list. Golomb mentioned putting new people on the LES-Exec mailing list before their terms start, so they get some background. Publications also talked about sending an annual reminder about how to use LES-L properly with regard to privacy. Binder will use language that Rust developed previously.

T. Social Media Coordinator (Binder)

Amanda Binder is stepping down; Melissa Johnson will be taking over. They have been in contact and will follow up after Annual. Binder has draft documents explaining how the position works as well as a calendar.

There are 127 likes on the new Facebook group. The old Facebook page has been archived and put on the LES wiki, if anyone wants to see previous posts. The Twitter account has 157 followers, up 59 since last time. LES-L has 601 subscribers, up by 53 since last Annual. Binder is staying on as LES-L moderator for another year. Exec thanked her for being our first Social Media Coordinator.

XII. Adjourn

All committee minutes are due in draft by July 24th. The Plan for Excellence is also due by July 24th. Publications, Planning, and Membership need minutes, which can be brief. The discussion groups do not need minutes, but if there are notes from the meetings they can be posted to LES-L or the blog. Minutes should go to Exec for comments, then be sent to Megan Griffin and posted to Connect. We may get new instructions after Annual, given the changes to Connect.

Chris Ruotolo: acting secretary at Exec meeting

Linda Stein: editor, minutes

Respectfully submitted by Linda Stein, LES Secretary