

SUNYLA Council Meeting

September 18, 2020

Virtual

10:00 AM – 3:00 PM

Attendance: Greg Bobish, Morgan Bond, Joan Cook, April Davies, Jennifer DeVito, Greta Earnest, Carrie Fishner, Carol Anne Germain, Giovannine, Cindy Hagelberger, Dan Harms, Rebecca Hewitt, Christina Hilburger, Aleshia Huber, Rebecca Hyams, Jocelyn Ireland, Bill Jones, Andrea Kingston, Sheryl Larson-Rhodes, Jill Locascio, Amanda Lowe, Carrie Marten, J. A. Miller, Joyce Miller, Nancy Sarah Murillo, Melissa Netzband, Kim Nolan, Alana Nuth, Susan Perry, Sarah Rhodes, Mechele Romanchock, Stephanie Ross, Adam Saunders, Liz Simmons, Frederick Stoss, Keri Thomas-Whiteside, Mary Timmons, Brandon West, and Marc Wildman

Start Time: 10:04 AM

1. Approval of Minutes from June 17, 2020 meeting.

1.1.1. Motion to approve; minutes approved

2. Report Recaps

2.1. Officers

2.1.1. President – Carol Anne Germain

2.1.1.1.1. Many thanks to everyone's contributions in making SUNYLA a success; thank you to Bill Jones for being president again and now past-president; thanks to Jocelyn Ireland for the 2020 SUNYLA Conference, thank you for making the conference a success

2.1.1.1.2. Carol Anne has begun work to notify committees of new SUNYLA or renewing SUNYLA members who are interested in participating in their committee; it would be helpful to expand this work to ad hoc committees as well; Carol Anne is delegating Bill Jones with the task of updating the database and letting the committee chairs know about potential volunteers.

2.1.1.1.2.1. Question from Carrie Marten: Lifetime members do not have membership renewals and therefore are not prompted to consider volunteering within SUNYLA; should SUNYLA consider a method to solicit lifetime members to volunteer?

2.1.1.1.2.1.1. Answer from Carol Anne: Send a reminder twice-a-year to the SUNYLA listserv or send a message directly to lifetime members to ask how they are contributing to SUNYLA?

2.1.1.1.2.2. Question from Joan Cook: Does the website list the committees and what they do?

2.1.1.1.2.2.1. Answer from Carol Anne: Yes, and perhaps it's worth adding language about volunteering.

2.1.1.1.2.3. Question from Keri Thomas-Whiteside: As a new delegate, what is the process for updating delegate information?

2.1.1.1.2.3.1. Answer from Carol Anne: See the New Delegate Toolkit and add to Old Business: create a Delegate-Enhancement Committee.

2.1.2. First Vice President – Jocelyn Ireland

2.1.2.1.1. Reminder to consult the Delegate Toolkit (<http://sunyla.org/delegate-toolkit/>)

2.1.2.1.2. Jocelyn is updating list of delegates.

- 2.1.2.1.3. Recap of the 2020 SUNYLA Conference: 550 registrants; great work of conference planning committee; good luck to Carrie Fishner (Delhi) in 2021!
- 2.1.2.1.3.1. Comment from April Davies: new attendees are accessing the Conference via the recordings. Thanks to Bill Jones for dividing and posting recordings!
- 2.1.2.1.4. Elections are coming up in March for the following positions: First and Second Vice President, and Treasurer. Greg Bobish has volunteered to run for Treasurer again.

2.1.3. Second Vice President – Carrie Fishner

- 2.1.3.1.1. Planning has begun for the 2021 SUNYLA Conference at SUNY Delhi
 - 2.1.3.1.1.1. While the expectation for an in-person conference remains, Carrie and her crew are planning for virtual and hybrid options as well
 - 2.1.3.1.1.2. Kaitlyn Brody is serving as local arrangements coordinator.
 - 2.1.3.1.1.3. Rooms are already reserved for break-out sessions and events, as well as resident halls spaces for housing during the conference
 - 2.1.3.1.1.4. New business: conference funding; notice already sent to campus dining and facilities to let them know the conference is coming; meetings are scheduled
 - 2.1.3.1.1.5. Open call for SUNYLA Conference Planning Committee participants; Google Form in report
 - 2.1.3.1.1.6. Creative planning is underway for an exciting and fun conference
 - 2.1.3.1.1.7. Comment from Carol Anne: in addition to the New Members Meeting; maybe also a set time for new delegates to meet at the conference?
 - 2.1.3.1.1.8. The SLC Spring Meeting and SUNYLA Conference are planned during the same week; Monday and Tuesday is SLC; Wednesday through Friday is SUNYLA; the current plan is to hold an in-person SLC Meeting

2.1.4. Secretary – Alana Nuth

- 2.1.4.1.1. No report.

2.1.5. Treasurer – Greg Bobish

- 2.1.5.1.1. See report submitted to the forum and send questions to Greg Bobish.
 - 2.1.5.1.1.1. Question from Carol Anne: has Greg accessed his physical mailbox on campus?
 - 2.1.5.1.1.2. Answer from Greg: he checked his mailbox early in August and not all the checks have been deposited.
 - 2.1.5.1.1.3. Comment from Carol Anne: delegates should be aware that physical checks will be slow to be cashed because of remote work.
 - 2.1.5.1.1.4. Question from Carol Anne: is there any issues with the amount of money in SUNYLA's accounts?
 - 2.1.5.1.1.5. Answer from Greg: no, the potential issue would be the amount of money made in a three-year period; the amount must be under \$50,000
 - 2.1.5.1.1.6. Comment from Carol Anne: delegates, please remind people that we have money available for grants.
 - 2.1.5.1.1.7. Question from Fred Stoss: can we use some of the funds for scholarships?
 - 2.1.5.1.1.8. Answer from Carol Anne: scholarships are a new business item on the agenda.
 - 2.1.5.1.1.9. Comment from April Davies: the maximum amount of the grants has not changed in more than five years so perhaps SUNYLA should consider increasing the amount of the grant rather than starting new scholarships or awards.

2.2. Committees

2.2.1. Membership Development – Carol Anne Germain

- 2.2.1.1.1. Current membership numbers: 393 total members; 34 members are lifetime members, 81 members are student members; and SUNYLA has 55 delegates.
- 2.2.1.1.1.1. Question from Susan Perry: should OLIS have a delegate? Should it be the OLIS liaison? Some OLIS staff are SUNYLA members.
- 2.2.1.1.1.2. Answer from Carol Anne: the OLIS liaison is also the OLIS delegate.
- 2.2.1.1.2. University of Rochester is encouraging its undergrads to join the LIS field. University of Rochester Libraries created a task with representatives from SUNY Albany and Buffalo, and Syracuse University. SUNYLA currently offers graduate students in an LIS program a free two-year membership.
- 2.2.1.1.2.1. Question from Carol Anne: does SUNYLA want to extend this free membership to the undergraduates in the University of Rochester program? There are approximately 20 students.
- 2.2.1.1.2.2. Response from Bill Jones: yes, because the number of students is so small.
- 2.2.1.1.2.3. Response from Brandon West: SUNY Geneseo offers an undergraduate internship for students interested in joining a LIS profession; many students in the internship do continue to pursue a LIS degree. Brandon likes the idea of a free two-year membership and suggested that perhaps students also interview with librarians.
- 2.2.1.1.3. Motion to approve, motion approved to extend free two-year membership to undergraduate students in University of Rochester program.

2.2.2. Personnel Policies – Mary Timmons

- 2.2.2.1.1. Four new members have joined the committee thanks to Carol Anne's efforts to connect members interested in volunteering with committee chairs.
- 2.2.2.1.2. We discussed the exit survey during our last meeting.
- 2.2.2.1.2.1. Question from Mary: do people want an exit survey? It would require reformatting the survey, distributing it, and advertising it.
- 2.2.2.1.2.1.1. Response from April Davies: if the committee is willing to do it, then yes. We have not used the data much in the past few years.
- 2.2.2.1.2.1.2. Response from Carol Anne: it's important data to gather because of the pandemic
- 2.2.2.1.2.1.3. Response from Carrie Fishner: it's important to promote the survey and how to access it
- 2.2.2.1.2.1.4. Questions from Carrie Marten: is the exit survey limited to SUNYLA members or all SUNY libraries staff? What are we doing with the data once we collect it?
- 2.2.2.1.2.1.5. Response from Mary: it depends on the data we collect. Brandon (West) had made suggestions of questions to add to the survey.
- 2.2.2.1.2.1.6. Comment from Carol Anne: junior librarians may want to publish the data, SUNYLA may be able to offer a monetary incentive.

2.2.3. Professional Development – Erin Sharwell

- 2.2.3.1.1. No report.
- 2.2.3.1.2. Erin is stepping down from the committee. Kim Nolan is willing to step into the committee as chair but would like more information about what the committee should be doing. Carol Anne will meet with Kim.

2.2.4. Publications – April Davies

- 2.2.4.1.1. The October Newsletter has begun to be assembled by April. She received a few extra submissions about COVID responses and lessons learned. April might leave the information about COVID in each campus report or break it out into a separate COVID-specific section.

2.2.4.1.2. Twitter followers have increased thanks to Amanda Lowe's efforts in social media; lots of activity in social media around the conference.

2.2.4.1.3. The next newsletter is scheduled for February

2.2.5. TDG – Jill Locascio

2.2.5.1.1. Planning for the 2021 Midwinter Virtual Conference will soon begin, probably in October. Look out for an announcement to join the planning committee. No theme yet. Suggestions welcome.

2.2.6. Web Development – William Jones

2.2.6.1.1. Bill is currently working on creating a listserv for SILC.

2.2.6.1.2. Let Bill know if you have updates for the SUNYLA website using email address web@sunyla.org

2.2.7. SILC (SUNYLA Information Literacy Committee) – Brandon West

2.2.7.1.1. Lots of programming is taking place, including the Committee Conversations Series which has been well attended (25 to 30 people). Chair yoga is coming up next week.

2.2.7.1.2. August was the first Ed Tech Showcase. The event was basically a show and tell; recordings are available on the blog; well attended considering short notice; lots of positive feedback on survey sent after the event

2.2.7.1.3. Newest program is Anti-Racism Book Club which is starting at the end of the month; about 30 people signed up; will be using Facebook group as well as virtual monthly meetings; 4 sessions across the fall semester. The group will be reading and discussing *So You Want to Talk About Race?*

2.2.7.1.4. All programming information on the blog; all are welcome.

2.2.8. Archives (ad hoc) – Jennifer Collins

2.2.8.1.1. No report.

2.2.9. Promotion and Tenure (ad hoc) – Carrie Fishner

2.2.9.1.1. The Promotion and Tenure Committee held a successful pre-conference session during the 2020 SUNYLA Conference; about 60 attendees; focused on the process of promotion and the process for tenure; based on feedback from the prior year's conference on what attendees were looking for; may be an annual event; lots of good questions and discussion

2.2.9.1.2. Committee meeting to be scheduled soon; anyone welcome to join in addition to three core members: Carrie Fishner, April Davies, and Dan Harms; looking for fresh perspective

2.2.9.1.3. Question from Fred Sotss: has the committee offered programming about promotion from associate librarian?

2.2.9.1.4. Answer from Carrie Fishner: most of the programming has been focused on junior librarians.

2.2.10. Scholarly Communications Committee (ad hoc) – Emily Kilcer

2.2.10.1.1. No report.

2.3. Liaisons

2.3.1. SLC Liaison – Carrie Fishner

2.3.1.1.1. SLC board is meeting monthly

2.3.1.1.2. A save the date was distributed to the SLC listserv for the SLC Fall Meeting. The meeting will be held virtually, December 7 through 9th, for half days.

- 2.3.1.1.3. The Board has been discussing the future of the SLC; will be bringing thoughts and ideas to the membership forthcoming.
- 2.3.2. FACT2 – Katie Ghidiu
 - 2.3.2.1.1. No report.
- 2.3.3. LACUNY – Rebecca Hyams
 - 2.3.3.1.1. LACUNY has not yet held their first meeting of the year; rescheduled for next week; no agenda yet.
 - 2.3.3.1.2. Call for Proposals is open for the Urban Library Journal; the publication is scholarly and peer reviewed; submissions are due October 15th; potential COVID theme.
 - 2.3.3.1.3. CUNY went live with Alma on August 3; entirely remote; SLC documentation and FAQs have been super helpful.
- 2.3.4. ESLN – Marc Wildman
 - 2.3.4.1.1. Department of Library Development (DLD) update: CCDA not yet been distributed; portal to apply is not yet opened; the money has been requested but has not been approved; do not know if getting aid, most likely will be less than past years; maintenance of effort will be difficult to hold so potential concessions for this year or next year's application.
 - 2.3.4.1.2. All SUNY employees are part of their local library council, all are welcome to attend council events and programming.
 - 2.3.4.1.3. ELD (Empire Library Delivery) has begun for nearly everyone; negotiated a good contract across the state.
- 2.3.5. IDS – Mark Sullivan
 - 2.3.5.1.1. No report.
- 2.3.6. OLIS – Susan Perry
 - 2.3.6.1.1. OLIS is sad to see Karen Gardner-Athey retire; OLIS held a virtual send-off.
 - 2.3.6.1.2. Maureen Zajkowski has worked hard to revamp the OLIS website.
 - 2.3.6.1.3. SLSS uses Basecamp for communication which is open to everyone (lots of focus on Alma/Primo). If interested in joining, send an email to Susan Perry to request invite.
 - 2.3.6.1.4. Maureen Zajkowski has been working on the SOAR project; soft launch has taken place, official launch is scheduled in October during Open Access Week; check with her for more information, including access to live production site.
- 2.3.7. UUP – Dan Harms
 - 2.3.7.1.1. See report in forum.
- 2.3.8. METRO - Jill Locascio
 - 2.3.8.1.1. Lots of upcoming programming is scheduled, including a program about data privacy and web conferencing software in December; visit the METRO website to register and learn more about upcoming programs.
- 2.3.9. NYLA – Simone Yearwood
 - 2.3.9.1.1. See report in forum.
- 2.3.10. SUNY Academic Programs & Awards committee – [VACANT]
 - 2.3.10.1.1. Carol Anne will look into getting representation on this committee

3. Old Business

3.1. LIS Student Committee

- 3.1.1. Carol Anne would like to propose forming an ad hoc committee as discussed at the June meeting; the committee would serve as a means to further engage with 80+ student members; 1 representative for 7 LIS programs in NYS; the committee could also share information with schools about SUNYLA activities and conferences. Amanda Lowe will chair; Joycelyn Ireland is interested; Fred Stoss can represent Syracuse University.
- 3.1.2. Motion to approve; motion approved

3.2. Delegate Enhancement Committee

- 3.2.1. Carol Anne would like to propose a Delegate Enhancement Committee to gather information for delegates and direct delegates to that information; the onboarding process for new delegates is typically the responsibility of the 1st VP, but the 1st VP but may not know as much and have as much institutional memory as a standing committee. This committee would be a subcommittee of membership development. If anyone is interested in this committee, please contact Carol Anne.
 - 3.2.1.1. Question from Jocelyn Ireland: how do we know when we get a new delegate?
 - 3.2.1.2. Answer from Carol Anne: libraries are supposed to hold a vote every two years. The protocol would be to notify the membership chair when a new delegate is elected. The newsletter is also a potential source of information about new delegates. April Davies sends information about delegates to 1st VP and listserv manager. The committee could look at making this communication a little more rigorous.
 - 3.2.1.3. Melissa Netzband is interested in joining.

3.3. Bylaws Review

- 3.3.1. The bylaws need to be addressed because of the issue when April Broughton stepped down as Vice President and the bylaws did not have any information on how to fill the vacancy. In the past, someone reviewed and proposed revisions to the bylaws and shared with the executive board for review and vote.
- 3.3.2. Carol Anne is willing to do a first pass, then hand it to another person or two to review. Bill Jones and April Davies are willing to help.

4. New business

4.1. New OLIS liaison

- 4.1.1. Susan Perry is a new OLIS liaison.
- 4.1.2. Motion to approve; motion approved.

4.2. Location for SUNYLA 2022

- 4.2.1. SUNYLA 2022 is planned for Farmingdale. Jocelyn Ireland will contact Karen Gelles and inquire about 2nd VP and local arrangements coordinator.

4.3. New Scholarships

- 4.3.1. How much are we willing to invest in a scholarship and for what purpose?
 - 4.3.1.1. Question from Fred Stoss: what about a scholarship to fund a graduate student to attend the SUNYLA conference?
 - 4.3.1.2. Answer from several: SUNYLA already offers this scholarship and does not limit the number of scholarships, the number of scholarships awarded is based on the number of applicants.
 - 4.3.1.3. Questions: what about a professional development grant to fund attendance at conferences other than SUNYLA? What about a tuition-based scholarship?
 - 4.3.1.4. Responses: would the scholarship be limited to SUNY library schools? We would need a committee to review the applications and establish criteria. The problem being that only two SUNY schools offer LIS programs.

- 4.3.1.5. Further discussion: what about sustainability of any new scholarships? This topic deserves a lot more discussion. If it's an academic scholarship, then we would need to be careful about the IRS. We would have to endow a scholarship at the library school and let them administer rather than handling it ourselves. What about increasing the number of scholarships awarded? It's hard to get interest and applicants for existing scholarships. What is our intent in funding scholarships and grants? What is SUNYLA's philosophy? What are we trying to support? Professional development? Does the proposed scholarship promote our mission and vision? Offering scholarships to students may be mission creep, even if increases the number of future SUNY librarians.
- 4.3.1.6. Suggestion from Carol Anne: what about a mentor award instead? Carol Anne will work on this idea further and discuss at November Council meeting.

4.4. Conference Funding

- 4.4.1. Funding is needed for the 2021 SUNYLA Conference. Carrie Fishner would like to request \$5,000.
- 4.4.2. Motion to approve; motion approved
- 4.4.3. Greg Bobish (Treasurer) will send check to Carrie Fishner.

4.5. Proposal to increase the maximum SUNYLA grant amount from \$500 to \$750

- 4.5.1. Motion to approve; motion approved

4.6 Add Café Press link to website (<https://www.cafepress.com/profile/sunyla>)

- 4.6.1. Bill Jones will add link to website.

Meeting adjourned.
12:04 PM