

SUNYLA Council Meeting

January 20, 2023

Virtual

10:00 AM to 1:00 PM

Attendance: Anna, Michelle Beechey, Megan Benson, Gregory Bobish, Morgan Bond, Michelle Bowers, Kerry Carlson, Joan Cook, Justin Crossfox, Jennifer DeVito, Carrie Fishner, Leah Marie Fitzgerald, Dawn Foland, Jenn Frys, Carol Anne Germain, Rebecca Hewitt, Christina Hilburger, Jocelyn Ireland, Bill Jones, Jill Kehoe, Caitlin Kenney, Dana Laird, Jean Linn, Jill Locascio, Amanda Lowe, Tom M., Alicia Marrese, Carrie Marten, Adrianna Martinez, Cynthia McKane, Jesse Meyer, Jennifer Moore, Chrissy O'Grady, Susan Perry, Catherine Stollar Peters, Molly Poremski, Violet Price, Logan Rath, Mechele Romanchock, John Santana, Adam Saunders, David Schuster, Liz Simmons, Christi Sommerfeldt, Heather Stalter, Mary Timmons, Jane Verostek, Lori Wienke, Marc Wildman, and Cori Wilhelm

Meeting start time: 10:00 AM

1. Approval of Minutes from November 4, 2022 meeting.

1.1. Motioned to approve, minutes approved

2. Report Recaps

2.1. Officers

2.1.1. President – Jennifer DeVito

2.1.1.1. Jennifer DeVito and Adam Saunders held a SUNYLA Delegates Meeting on Friday, November 18 to learn what delegates need. It was a productive meeting with lots of good information shared. Recommendation to hold a Delegate meeting before the first SUNYLA Council meeting of the year in September and during the meeting show delegates how to access the forum, offer suggestions on ways to promote SUNYLA, update the delegate toolkit, and to remind delegates of professional development opportunities available through SUNYLA. An additional topic that arose was greater collaboration with NYSLAA to better coordinate professional development opportunities between both associations. A NYSLAA member has volunteered to serve as liaison to SUNYLA.

2.1.2. First Vice President – Adam Saunders

2.1.2.1. Adam meet with Justin Crossfox and Charles Lyons to talk about preliminary planning for SUNYLA 2024 at Buffalo State College.

2.1.2.2. Elections are happening in March. Still looking for someone to volunteer to serve as Treasurer. Send any questions or nominations to Adam.

2.1.3. Second Vice President – Jill Kehoe

2.1.3.1. Updates on annual conference planning:

2.1.3.1.1. The conference website is live.

2.1.3.1.2. Keynote speaker is confirmed.

2.1.3.1.3. The call for proposals was distributed on January 5.

2.1.3.1.4. A workshop will be held on January 24 to help proposal writers with their proposal. Registration is required. "Crafting Compelling Conference Proposals."

2.1.3.1.5. Emails should go out this week to potential vendor sponsors.

2.1.3.1.6. Tours of Maritime's training ship will be available during the conference!

2.1.4. Secretary – Alana Nuth

2.1.4.1. No report

2.1.5. Treasurer – Greg Bobish

2.1.5.1. Report is posted to the forum. IRS website is down so Greg cannot file the required e-postcard. The deadline to file is not until May.

2.2. Committees

2.2.1. Membership Development – Carol Anne Germain

2.2.1.1. Current membership statistics:

2.2.1.1.1. Current members: 359

2.2.1.1.2. Lifetime members: 51

2.2.1.1.3. Student members: 98

2.2.1.1.4. Delegates: 59

2.2.1.2. Carol Anne distributed late membership notices to people who did not renew in 2019, 2020, and 2021

2.2.1.3. Nothing to report on the LIS Student Committee

2.2.1.4. Question: how should Carol Anne write membership letters for renewal and promotion packets? Sometimes a person starts a membership, then lets the membership lapse, and then the person renews before standing for renewal or promotion.

2.2.1.5. Response: If there was a significant lapse in membership, especially if the person has not been active in the association, that lapse in membership should be noted in the letter.

2.2.2. Personnel Policies – Heather Stalter

2.2.2.1. Heather is excited to be the new chair of the PCC. The committee continues to work on the Stay Survey. Heather will consult with Carrie Fishner to collect information from the community in an efficient, and not redundant way. The next meeting for the PCC is scheduled for February 6 at 10:00 AM.

2.2.3. Professional Development – Logan Rath

2.2.3.1. The Promotion and Tenure subcommittee will be sending a letter to request copies of promotion and tenure documentation.

2.2.3.2. Rebecca Hewitt will be recruiting members for the Excellence in Scholarship subcommittee. The call for nominations will be distributed in March for award submissions. Two awards: Excellence in Scholarship and Excellence in Student Scholarship. Contact Rebecca if you are interested in serving!

2.2.4. Publications – April Davies

2.2.4.1. The October newsletter went out on schedule. Call for submissions is currently active for the February newsletter. The deadline is January 30.

2.2.4.2. Facebook and Twitter ads were featured for SILC Showcase and SUNYLA Midwinter.

2.2.5. TDG – Jill Locascio

2.2.5.1. Registration is open for the 2023 Midwinter conference on February 3. Full day schedule. The largest number of proposals received for this conference and the longest conference duration (9:30 AM to 4:15 PM)! All recordings will be shared afterwards. Must register and registration is free. Thank you to the committee for all the hard work! As of Tuesday, nearing 1,000 registrants!

2.2.6. Web Development – William Jones

2.2.6.1. All test sessions with presenters are complete.

- 2.2.6.2. Bill purchased Zoom Webinar 1,000 seats one month package for \$340 and one month of 200GB of Zoom cloud storage for \$40. Renewed Zoom One Pro annual subscription for \$149.90.
- 2.2.6.3. Will update the Forum software in the next few months.
- 2.2.6.4. Please update jobs posted to the SUNY Libraries Jobs & Interns Google Sheet so the document stays current.

2.2.7. SILC (SUNYLA Information Literacy Committee) – Megan Benson and Jocelyn Ireland

- 2.2.7.1. On January 12, the Instruction Showcase took place. Thanks to Beth Carpenter for helping to plan! 187 registrants and 85 registrants attended the live event. Jocelyn is editing the recordings and will send an announcement when they are ready.
- 2.2.7.2. Community Conversations happening this semester, dates to be announced.

2.2.8. Archives (ad hoc) – Jennifer Collins

- 2.2.8.1. No report

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

- 2.2.9.1. No report

2.3. Liaisons

2.3.1. SLC Liaison – Carrie Fishner

- 2.3.1.1.1. SLC was dissolved by a vote in December. SLS and OLIS will be reaching out to SUNYLA. How can library directors be incorporated into SUNYLA? Perhaps a pre-conference for directors before SUNYLA Annual?
- 2.3.1.1.2. Motion to remove the Liaison from the SLC? Motion seconded and approved.
- 2.3.1.1.3. OLIS has an advisory board. One position will be the SUNYLA president to facilitate greater communication between SUNYLA and OLIS.

2.3.1.2.

2.3.2. FACT2 – Katie Ghidui

- 2.3.2.1. No report

2.3.3. LACUNY – Derek Stadler

- 2.3.4. No report

2.3.5. ESLN – Marc Wildman

- 2.3.5.1. No report

2.3.6. IDS – Mark Sullivan

- 2.3.7. No report

2.3.8. OLIS – Susan Perry

- 2.3.8.1. Shannon Pritting will be leaving OLIS next week to accept a position at Empire State College. OLIS is in transition, all SLS services will remain in place.
- 2.3.8.2. The SLC listserv will be sunset. In its place, a new listserv, all inclusive, anyone in SUNY Libraries can join. To subscribe, send a blank email to subscribe-sunylib@ls.suny.edu
- 2.3.8.3. OLIS website is getting updated. Report broken links or other issues to info@slcny.libanswers.com
- 2.3.8.4. Next Spotlight on SUNY Libraries will be happening on February 9, Mentoring on a Shoestring.

2.3.9. UUP – Dan Harms

- 2.3.9.1. See Dan's report for more information about:
 - 2.3.9.1.1. The telecommuting agreement extended through June 30, 2023
 - 2.3.9.1.2. UUP President statement on 2023 SUNY Budget Request
 - 2.3.9.1.3. UUP Press Release on Campus Deficits
- 2.3.9.2. Any information on campuses hiring staff in librarian positions without a MLIS or equivalent?
- 2.3.9.3. SUNY Brockport and Oswego changed a former CSEA line to a UUP line but it's not a librarian position.

2.3.10. METRO - Jill Locascio

- 2.3.10.1. No report

2.3.11. NYLA – Caitlin Kenney

- 2.3.11.1. NYLA members presented at the Assembly Hearing on the Future of Libraries (December 15, 2022). NYLA Advocacy Day is February 28 in Albany.
- 2.3.11.2. Upcoming webinars:
 - 2.3.11.2.1. Intellectual Freedom Support Group (January 26 at 1:00 PM)
 - 2.3.11.2.2. Evaluating Data Quality: Challenges and Competencies (January 26 at 2:00 PM)

3. Old Business

- 3.1. Revision to the policy on the expenditure of Association funds (<https://sunyla.org/policy-on-the-expenditure-of-association-funds/>) -- Jocelyn Ireland
 - 3.1.1. In the past, SUNYLA officers did not receive financial support to attend the annual conference as it's written in the bylaws.
 - 3.1.2. Because SUNYLA Council meetings are now happening online, Jocelyn would like to propose using the funds that were used in the past to fund officers traveling to meetings to instead use those funds to support officer travel to the annual conference.
 - 3.1.3. Proposed changes:
 - 3.1.3.1. Lodging will be reimbursed for the annual conference up to \$200 per elected officer.
 - 3.1.3.2. TDG chair was included in past travel expense reimbursement because of the required attendance and will continue to be reimbursed according to the revisions.
 - 3.1.3.3. The Web Manager was not historically included in reimbursement and was therefore was not added in the revision.
 - 3.1.3.4. For all other association business, officer lodging would be reimbursed at a per diem rate, if travel requires more than three hours.
 - 3.1.3.5. Questions:
 - 3.1.3.5.1. What about the people who volunteer to help plan the conference who have to attend the conference because of their planning responsibilities?
 - 3.1.3.5.2. Would require changing the annual conference guidelines (different than the expenditure policy document). Add 100% registration waiver for any standing committee chair, 25% waiver for campus delegates, and local arrangements chairs.
 - 3.1.3.5.3. Would have to change titles to "local arrangements chair for registration" and "local arrangements chair for vendors" to offer people in these positions discounted or free registration.
 - 3.1.3.5.4. SUNYLA has adequate funds to support discountin or free registrations, or reimbursements.
 - 3.1.3.5.5. What about the poster session chair?
 - 3.1.3.5.6. The poster session chair already gets 10% waiver on registration. This year, the poster session planner is part of the programming committee.
 - 3.1.3.5.7. Offering discounts on registration and reimbursements may increase the number of volunteers and encourage people to run for elected positions.

3.1.3.5.8. Jocelyn will share a revision to both policies (Policy on the Expenditure of Association Funds and Annual Conference Guidelines) for a vote in March at the next SUNYLA Council meeting.

4. New business

4.1. SUNY DEI Committee Update – Jocelyn Ireland

4.1.1. Last semester, the committee met a few times and finalized a charter, which needs to be approved.

4.1.2. The committee name is IDEA (Inclusion, Diversity, Equity, and Accessibility)

4.1.3. Molly Cameron (they/them) has offered to serve as chair of the new IDEA Committee. They recently moved to NYS from Illinois and have experience with DEI work. Jocelyn works with Molly so she can help transition Molly as chair.

4.1.4. Motion to approve Molly Cameron as chair motioned, seconded, and approved

4.1.5. Contact Jocelyn if interested in joining the IDEA Committee.

4.2. Review of SUNYLA listservs – Jennifer DeVito

4.2.1. The SLS and OLIS are reviewing listservs and wondering which ones were still active and which ones could be eliminated. No one suggested that the listservs considered as candidates for deletion should be kept. Jennifer DeVito will check with Logan Rath about the WIGL and WIGLTECH listservs. Jennifer will send confirmation to Cori Wilhem to delete the candidates for removal.

4.3. Proposal to add a liaison to SUNYLA from the New York State Library Assistants Association (NYSLAA) – Jennifer DeVito

4.3.1. Jennifer met with Cathy Fallon, the NYSLAA president, about how the two associations could work more closely together especially regarding professional development opportunities.

4.3.2. Dawn Foland has volunteered to be the liaison to SUNYLA from NYSLAA, if approved.

4.3.3. Vote to create a new liaison to SUNYLA from NYSLAA:

4.3.3.1. Motion moved, seconded, and approved

4.3.3.2. Dawn Foland is the new liaison.

Meeting adjourned at 11:09 AM.