

Meeting: Friday, 2/21/14 from 2:00 PM to 4:00 PM | ARLD Meeting Minutes

Online meeting | Present: Amy Springer, Jayne Blodgett, Dan Reeves, Randi Madisen, Heather Biedermann, Jenny Sippel, Diana Symons, Stephen Elfstrand

1. Additions to the agenda?

yes. added discussion of ACRL Information Literacy standards as #9.

2. Review and approve the January 2014 minutes (<https://docs.google.com/document/d/1sMdLenHnsecrvGnSvrFHqjA665vBTGTXieq4A7yTeAM/edit?usp=sharing>)

approved

3. MLA Board Update (Jayne)

Shorter meeting due to weather. Transition to Management HQ should be done by March..

Note: After Mar 1 Management HQ will do website updates/changes, after which ARLD Day registrants can register and pay online.

Membership is strong. A PLD Day is being planned for next fall.

4. ARLD Budget (Jayne)

The discrepancy with the catering budget has been resolved. Jayne thought it was just for ARLD Day, but it was the catering budget for everything, including our November lunch and Dialog.

No budget information was given out at the Board meeting, but Claire will be sending it. Going forward there should be monthly reports; there were just some delays because of the transition.

5. ARLD Day Planning (Amy)

A. Update on Barry

ARLD Board should hold the night before for Dinner with Barry. This is TBD. Amy is waiting for an email from Barry stating his availability on April 24th. Amy also emailed Barry to remind him that he'll be doing a breakout session.

B. Evaluation questions

We will use the same questions as last year. Amy will work with Management HQ to get the survey form created.

C. ACRL ribbons

Do we want these for ARLD Day? Yes, and Amy will see if we need to order more.

Amy will get MLA ribbons.

D. Contingency plan (see Amy's email from 2/19/2014)

One generic plan and one more specific to the upcoming event that addresses what we will do for this particular event.

We will create and share a list of contact numbers amongst the board members.

We will request to have quick access to attendee email list.

E. Food update

Initial bid has been received but may have an error. Kept same desserts as last year. Reduce coffee and added sodas to afternoon refreshments. Total ~ \$5800 (but will likely go down). Jayne will continue to try to reach them (has an email out but hasn't heard back).

F. Registration Form

Sandwich options need to be listed: Turkey, Roast Beef, Ham & Veggie
Looking for form, but not sure if they can find it. May need to create a new one.
Space issues with breakout sessions, but we cannot include them on registration because of timing, so we will ask about changing the room set-up to allow for more space.

G. Prizes

Arb Gift Card. Diana will think about other ideas for next meeting and will work with Amy on this.

H. Rubric for submissions

Amy and Jayne will work something up and share, maybe on a google doc?, before our next meeting.

Submission update (as of yesterday):

1 innovators award, 0 session proposals

6. Communications Update (Randi)

Communications have been sent according to timeline, but one challenge is that the RoundUp is coming out irregularly now. Likely due to transition period.

Randi will continue to invite ARLD membership to Futures discussions.

MLA facebook page created an event for ARLD Day, but they haven't posted a call for proposals. Randi will follow-up.

7. Membership Update (Dan)

No updates.

8. Legislative Update (Stephen)

Check ARLD wiki for updates.

Jayne will send Stephen the Handout we used last year for Legislative Day.

9. ACRL Information Literacy Standards

April 15th deadline for comments. Jayne, Amy & Randi will follow-up.

Ended at 2:54 pm

The next meeting is March 21st, 2014 at 2:00pm at MELSA. We will be evaluating conference proposals, so you must attend in person.