ARLD Meeting Agenda
Friday, 3/17/23
1:00 PM to 3:00/4:00 PM

Present: Kat Nelsen, Annie Larson, Molly Bostrom, Preeti Gupton, Kayla Olson, Jenny McBurney, Alexandra Schmierer
Absent: Alex Wieker

Agenda

1. Review and approve February Meeting Minutes [all] - approved
2. MLA Board Meeting Notes [Preeti]
   a. No updates on more money from MLA, definitely won’t be until at least 2024
   b. MLA conference committee is looking for an academic librarian interested in being on the committee, as Sara had to take a step back. Ideas on how to publicize or recommend to someone?
      i. Preeti will ask Julia for info about the commitment and we will advertise DONE
      ii. Julia: "Here’s a doc with some info. We’re primarily looking for Local Arrangements (St. Paul resident or someone who works in St. Paul preferred) and Volunteer folks."
3. February/March Social [Preeti/Kat]
   a. Friday, March 3! Proposal incubator
      i. 8 attendees (4 board members)
      ii. Went well, got some proposals out of it!
      iii. Consider doing this event again in the future! Especially good for newer people who wanted to try to write a proposal but weren’t sure how
4. MLA support for ACRL-ARLD members and policy changes [Kat]
   a. Email sent to MLA
   b. Policy discussion was postponed (again) until March MLA meeting (next week)
   c. Stacey Hendren is working on it
5. CARLI
   a. Minitex was asked to send a letter of support for a grant the CARLI consortium (Illinois) is working on. The grant is a follow up to their recent IMLS funded CARLI Counts Analytics and Advocacy for Service Development project.
   b. Maggie Snow from Minitex is interested in “exploring interest levels and ideas to possibly offer a program similar to CARLI Counts in Minnesota.” Happy to come to a meeting and discuss this further for possible collaboration.
   c. Preeti will invite Maggie to come to May or June meeting to discuss, DONE, invited to June Meeting (can’t come to May)
6. Mattison asking for ACRL member list, with emails and expiration dates, probably for registration.
   a. We can’t send welcome emails unless we know the member benefits
   b. Member benefits:
      i. Website access: If MLA would like to make everything on the website public, we are in support of that
      ii. Member rates for registration
   c. Ideally they would create a new kind of account with assigned benefits
      i. Would solve election issues
   d. Expiration dates: we get the list quarterly, so it will expire quarterly
   e. Annie wanted to compare the lists to see if there is overlap; or we can not worry about that and include something like, “if you’re already a member via MLA then you can ignore this”
   f. Annie will make sure the Feb ACRL list is in Google Drive - point Jennifer at our existing ARLD folder membership list
      i. Here’s the list, what’s the next step - these people will need accounts and be able to register
      ii. Will CC chair trio

7. ARLD Day 2023 [Kat]
   a. Timeline discussion
      i. virtual timeline
   b. Draft Schedule
      i. All presenters are confirmed
      ii. Round tables all finalized?
      iii. Keynote finalized and paperwork all done
      iv. 2 groups who submitted roundtables - have agree to merge into a panel session!
   c. Moderators
      i. Moderators help manage breakout rooms, polls, or other questions that come up, they might want you to introduce them, manage chat if they want, have a few questions ready, remind about links for evals, time keeper
      ii. A Mattison person attends to be the tech person to open the room, assign hosts/cohosts
   d. Land acknowledgement - need to review and revise
      i. Preeti will review and send new version for feedback 4/21
   e. Slides
      i. Kat will create and assign pieces to people.
   f. Budget
      i. ARLD Day 2023 Budget Meeting with MLA
      ii. Sponsorships:
         1. Minitex - Maggie Snow - $500
         2. St. Kate’s MLIS program - Joyce Yukawa - $250
         3. Minneapolis College LIT program - Jenny Sippel - $500
         4. $500 level gets 5 min each to talk during opening session
iii. If we have money leftover, we would like to be able to “save” it for next year’s admin fees

g. Registration and Website:
   i. Update website with session info March 14
   ii. Registration set to open on March 20th
   iii. We are waiting for the registration website from Mattison, Kat has followed up many times, will send a followup after this meeting again

h. Sched set-up
   i. Waiting on Mattison
   ii. Last year, we had to upload our own stuff
   iii. When the Sched is done we will be able to log in as MLA and add content, including registrants
   iv. Molly will do initial set up and get help as needed

i. Evaluations and surveys
   i. Preeti will update last year’s eval forms
      1. Evaluation Survey: https://z.umn.edu/ARLDeval

j. Anonymous feedback form
   i. Preeti will update last year’s anonymous feedback form
      1. Anonymous Feedback Form: https://z.umn.edu/ARLDanon

k. In-person social events
   i. No virtual this year; last year we did cider places with outdoor seating
   ii. Twin Cities: Urban Growler in St Paul
      1. parking is on the street, has a patio
      2. Preeti will lead
   iii. After registration has opened, send out a call for interest to organize other ones around the state, ok if no interest though
   iv. Kayla will advertise on social media week before conference
   v. We can also add any events to Sched

8. Innovator Award selection committee (Molly, Alex, & Alee)
   a. Call for nominations
      i. Two nominees currently
   b. Timeline
      i. Second call = March 14-21ish (eblast out early week of 3/20)
      ii. Due = March 27
   c. Communications stuff
      i. In 3/20 Monday Memo for UMN
      ii. Another email out to ARLD members (eblast out early week of 3/20)
      iii. Timeline work for March Roundup? No
   d. Registration stuff - ask winners if they were already registered/etc to get ball rolling on refunds if they’ve registered - Molly

9. Communications update [Kayla]

10. Membership update [Annie]
a. Review draft of ACRL welcome email
   i. Did we get clarification on precisely what kind of account/access ACRL members get?
   ii. Annie will continue updates on this email template, everyone can provide feedback too
b. Annie will send the website status email
c. Claim and email new January members
d. - template in Membership folder, mention ARLD Day

11. Legislative update [Alex]
a. No updates

12. Ownership of ARLD files and folders update [Kat]
a. Folder ownership transfer tracking spreadsheet
b. Save for after ARLD Day to ensure we have all content copied that we need for the conference

13. Website Updates [Kat and Preeti]
a. Part of these have been done, Kat will prod to finish the updates, and add meeting minutes - save for after ARLD Day
b. Leadership roster
c. Call for proposals and ARLD Day info
d. Removing old stuff
e. Minutes from previous meetings - Molly reviewed, Kat will send to be posted.
f. Annie emailed Mattison to get website 404 pages updated on Jan 30, no response yet. Will follow up and CC Julia and Preeti

14. Anything else?
a. Reminder: since next year is in person, we need to start working on ARLD Day 2024 ASAP after this year’s is done
b. We could try to recruit people at ARLD Day 2023 to help! Could add an interest form
c. Could create a list of past board members and/or chairs, invite to a meeting to learn from them
d. To book the Arb, we need to do so right away - Jenny will reach out now
e. May: Maggie Snow and debrief
f. June meeting for info gathering from past chairs
g. Budget: consider local speakers for in-person years
h. Locations?: Humanities Center?