ARLD Meeting Agenda
Friday, 4/21/23
1:00 PM to 3:00/4:00 PM

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

Agenda

1. Review and approve March Meeting Minutes [all]
2. MLA Board Meeting
   a. MLA March Board Meeting Notes [Preeti]
      i. Some policy changes were made, mostly grammar things
      ii. PLD Day is May 5, still finalizing things
      iii. MLA conference
         1. MLA has extra money to spend for the conference, is looking to fancy it up. They announced their keynote, speakers, etc.
         2. Looking for sessions from subunits for the conference. I said they could make a slide advertising the MLA conference and we would put it in ARLD Day. Preeti has emailed Julia for the slide/info. Added slide-DONE
      3. MLA conference committee is looking for an academic librarian interested in being on the committee, as Sarah had to take a step back. Ideas on how to publicize or recommend to someone?
      4. 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.”
   b. MLA April Board Meeting Notes [Preeti]
      i. Policy Review: when reviewing financial policies, they decided to increase money to subunits and sections starting in 2024.
      ii. Membership committee: Annie was amazing and super helpful!
      iii. MLA Conference still looking for presenters
3. MLA support for ACRL-ARLD members and policy changes [Kat]
   a. Email sent to MLA
   b. Policy discussion was postponed again, No movement, just here so we don’t forget this.
4. 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. Maggie Snow invited to June Meeting (can’t come to May meeting)

5. ARLD Day 2023 [Kat]

a. Website registration has been updated so you don’t need to log in prior to registering

b. Timeline discussion
   i. virtual timeline
   ii. Land Acknowledgement - DONE
      1. Need to add blurbs into descriptions
      2. A couple titles need to be fixed (titles are wrong)
      3. Add social events
      4. Check zoom links
      5. Kat will just make changes!
      6. Kat has emailed Jennifer to ask about attendees; will follow up with us to check when we can log in
   iii. Jenny will freshen up email doc
        1. Kat or Kayla will send out emails
   iv. Backchannel chat is working

c. Draft Schedule
   i. All presenters are confirmed and finalized
   ii. Jenny will put links in chat - during opening and closing
      1. Annie will be Jenny’s back-up

d. Moderators
   i. Moderator Expectations: Make presenters comfortable, introduce them if they want an intro, monitor chat, make sure that live transcript is enabled, remind presenters about how much time is left, possibly prepare a couple of discussion questions for the end. At the end of the session put the link in chat to the Evaluation form - or mention that it’s in Sched.
   ii. Kat has emailed presenters to find out what they need/want in terms of introductions ahead of time.

e. Session Details and Tech needs
   i. One session needs breakout rooms, Molly will check with Matison to make sure they are set up
   ii. Mattison will set up live transcript, we remind them if they forget

f. Land acknowledgement - revised, please give feedback

g. Slides
   i. In progress
ii. Memorial slides
   1. David Norris–Preeti
   2. Kristen Cooper
iii. Social event –Kat
iv. Elections slide
v. MLA Conference call for proposals DONE
vi. Kat will do a final check of slides on Wed/Thurs

h. Budget
   i. ARLD Day 2023 Budget Meeting with MLA
   ii. Sponsorships:
      1. Minitex - Maggie Snow
      2. St. Kate’s MLIS program - Joyce Yukawa
      3. Minneapolis College LIT program - jenny sippel
      4. $500 level gets 5 min each to talk during opening session
         a. Minitex and Minneapolis College
      5. Jennifer sent the invoices

i. Evaluations and surveys
   i. Anonymous Feedback Form
   ii. ARLD Day Evaluation form
   iii. Jenny updated the headers.
   iv. Jenny added the z-links to an “ARLD” collection and added Kat and Molly as collaborators on the collection (has to be UMN folks only unfortunately)

j. Registration and Website:
   i. 53 Registrants as of 4/13
   ii. Have we had any problems? No!
   iii. Has complementary registration for Keynote, Innovation Award winners, & sponsors been followed up with?
      1. Yes, Kat gave Jennifer names

k. Innovator Award selection committee (Molly, Alex, & Alee)
   i. Winners selected and informed!
      1. St. Cloud State University team doing affordable/open content work
   ii. Presentation of award slide [Molly]
      1. Jennifer Quinlan attending, talking about work during intro
   iii. Finance stuff
      1. As far as I am aware, Jennifer is the only person attending, has already registered and declined to be refunded
         a. Check to see if Robin registered - Alee will check with Molly
      2. They’ll be splitting award amongst themselves ($60 each); working with Jennifer/winners to get W-9s gathered and check request forms submitted

l. Promotion
   i. Promotion needed:
1. Preeti: MNPals Listserv DONE
2. Molly: MLIS list - Preeti will ask Molly

ii. Other places to promote:
   1. Tribal colleges, Minitex, ARLD Twitter post, MN Librar*
      Facebook post, CALD, Minneapolis College LIT, other social
      media - we have shared to many of these, continue to share
      out, Thursday is when registration ends!

m. Social media
   i. Schedule posts/live tweeting [Kayla]
   ii. Connect with MLA about amplifying our messages [Kayla]

n. In-person social events
   i. Twin Cities: Urban Growler in St Paul
      1. parking is on the street, has a patio
      2. Preeti will lead
   ii. After registration has opened, send out a call for interest to organize
      other ones around the state, ok if no interest though
   iii. Kayla will advertise on social media week before conference
   iv. We can also add any events to Sched

n. Board Conference Reminders
   i. Please come to conference 10 min ahead of time!
   ii. Sign on to the ARLD Day 2023 Magic Room backchannel (gmail
      chat space) - Kat set it up
   iii. Zoom links available in tech needs doc above
   iv. Put ARLD in your Zoom name

6. Summer social events
   a. Library crawl, park meetup? Library crawl could be a series
   b. Kat will pick a date in June

7. Communications update [Kayla]

8. Membership update [Annie]
   a. Sign up to email new members - Annie will email
   b. Review draft of ACRL welcome email
1. Get agreement on Jennifer’s questions
   1. Missing names on the list
   2. Different types of memberships - how to handle new organizational members? - discuss more later

c. Review contact form

9. Legislative update [Alex]
   a. Voting in early April, break in session
   b. 5.5B for education system over next 4 years
   c. House is aligned w governor, Senate not as much such as on Minitex funding
   d. Bonding bill - 4 M for library renovation held up
   e. MLA ed request moving forward
   f. School lib aid program moving forward
   g. Money for arts and cultural heritage program

10. 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

11. Website Updates [Kat and Preeti] -- save for after conference
    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

12. 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
       i. Arb is open to doing events like they did pre-covid, they are looking at dates and will get back to Jenny
    e. June meeting for info gathering from past chairs??
    f. Budget: consider local speakers for in-person years
g. Locations?: Humanities Center?