ARLD Meeting Agenda  
Friday, 4/17/20  
2:00 PM to 4:00 PM

Join Zoom Meeting  
https://zoom.us/j/466208143

Present: Amy Mars, Jenny McBurney, Janis Shearer, Christina Buckles, Megan Kocher, Bekky Vrabel, Ginny Moran  
Excused:

Agenda
1. Review and approve March Meeting Minutes [all] - Approved  
2. MLA Board Meeting Notes [Amy]  
   a. Conference  
      i. Amy will submit ARLD meeting for conference  
      ii. Megan K will send out a reminder to ARLD day sessions to submit to MLA conference  
      iii. Sessions due for conference April 30th. Board will submit a panel on academic staffing during the pandemic. Ginny will begin drafting submission  
   b. Amy will check with MLA board to see if we can get comparison data for membership report from ALA/other professional organizations  
3. Event updates  
   a. ARLD Day  
      i. Refunds [Amy]  
         1. We will receive our full deposit back from the Arboretum  
         2. Attendees: will receive by May 15  
      ii. Virtual keynote [Megan]  
         1. All three sponsors (Minitex-$500, Elsevier-$500, St. Kate’s MLIS-$250) have agree to sponsor the virtual keynote  
         2. ARLD will need to contribute $50 and then Fobazi Ettarh will receive the original honorarium amount  
   3. Format: zoom webinar  
      a. Attendees must register to get the link  
      b. Will be recorded and posted behind a login for our members  
      c. Board members should register for session as well  
      d. Practice session/tech check before hand on the 24th at 11 for those who can attend - Megan will send out invitation  
4. Registration:  
   a. 200 people currently registered  
5. Promotion:
a. An email went out to all ARLD & MN ACRL members on 4/8
   i. Reminder message this next week
b. Facebook event
   i. Janis will create
c. Social media
   i. Janis will create
d. Other promotion outlets?

6. Program Outline:
   a. Welcome by Amy
   b. Sponsor time?
      i. Megan will contact sponsors to get contact information to set up access.
   c. Academic Innovator award presented by Jenny
d. Introduction by ?? - Megan
e. Keynote
f. Q & A by chat w/Moderator: Megan
g. Chat monitor for tech issues, etc. Jenny

7. Accessibility
   a. Closed Captioning?
      i. Zoom caption setting will be turned on
   b. Project Outcome Preconference [Megan]
      i. How many currently registered?
      ii. Format?
      iii. Will not be happening as a preconference, instead working on it as a virtual event later this year
         1. Janis will remove facebook event
c. Virtual Town Hall II
   i. Zoom registration (how many, most popular breakouts) [Jenny]
      1. 14 registered as of 4/17 (2 are board members)
         a. Everyone should register themselves so they can get the link to attend
         b. Board members should register as well
      2. Breakout rooms current #s - first choice, second choice:
         a. Best practices for moving instruction online - 7, 2
         b. Library outreach/community engagement online & remotely - 3,3
         c. Addressing digital divide among college students - 4, 3
         d. Managing new & different workloads - 0, 5
         e. Have a room per question and if a question has 5 or less interested people then move them into their second choice
         f. Jenny will set up a chat for board to use to communicate during the event
   ii. Review roles
   iii. IRT is on board with collaborating and will promote to their members and moderate the instruction breakout
iv. Resource document [Bekky]
v. Promotion
   1. Email should go out today at noon
   2. Facebook post [Janis]
   3. Social media [Janis]
vi. Anything else?
vii. Amy will ask MHQ to add keynote and townhall to upcoming events and move previous townhall to archive
d. Inclusive Leadership Training [Amy]
i. Cancelled until further notice
ii. Check issued to SDI and spent, they are sending check to refund. Given the circumstances, I offered to let Anne keep the money with the idea we will reschedule though we aren’t sure when but she preferred this option.
e. ACRL webcasts
4. Academic Innovator Award [Megan, Jenny, Bekky]
a. Review nominees
   i. One submission that the subcommittee really likes. Board agrees to give them the award
b. Extend due date? - No
c. Megan will reach out to see if anyone from group will be there to give a short presentation and accept the award (Jenny will be cc’d)
5. Communication update [Janis]
a. April Roundup
6. Legislative update [Ginny]
a. Notes from 4/1 zoom meeting
b. Updates on Advocacy site
c. If anyone has any ideas for advocacy for May and beyond let Ginny know
d. #MinnesotaLibrariesLead campaign begins next week
e. Trying to collect library stories. Submit yours here.
7. Membership update [Bekky]
8. Anything else?