

ARLD Meeting Agenda
Metronet Conference Room (#320)
1619 Dayton Ave.
St. Paul, Minnesota 55104
Friday, 2/15/19
1:30 PM to 4:00 PM

Present: Megan Kocher, Amy Mars, Jenny McBurney, Janis Shearer, Ginny Moran, Allie Thome, Phil Dudas

Excused: Cindy Gruwell

Agenda

1. Review and approve [January Meeting Minutes](#) [All] - approved
2. [MLA Board Meeting Notes](#) [Megan]
3. [ARLD Day 2019](#) [Phil]
 - a. Phil and Megan met with Mackenzie from Management HQ
 - i. Mackenzie will be our event planning contact
 - ii. Request for her to attend March meeting
 - b. [Project plan](#) - this was from Mackenzie, we can use it as a checklist as well
 - c. Keynote agreement signed and confirmed, [travel plans done](#)
 - i. Has granted permission to film
 - ii. Phil will request bio
 - iii. Staying in South Minneapolis and will be available for dinner on Thursday
 1. Restaurant suggestions?
 - d. Food/Catering
 - i. Management HQ is pulling pricing of what we did last year
 - e. Drawings/prizes
 - i. Do we want to do them this year?
 - ii. [We could do a giftcard from the giftshop, or a free registration for the next ARLD day - Phil will ask if there's any reason we can't do a free registration](#)
 - f. [Session selection](#)

- i. [Final schedule with moderators assigned](#)
 - ii. Moderators will email their presenters, Phil will share the email template and check to see if presenters can add own slides to Sched
 - g. Registration
 - i. Opens March 11th
 - ii. Starting next week, a series of emails will go out: save the date, announce the keynote, preconference info, call for innovator award (Phil will make the innovator award form)
 - iii. Everyone will proofread the email
 - iv. Early the week of Feb 25th, email to Management HQ
 - h. Communications
 - i. Week of 2/25 save-the-date email, call for innovator award, and announce keynote
 - i. Pre-conference [Megan]
 - i. We have a registration link - ready when registration opens on March 11
 - j. Innovator award committee
 - k. Sponsors
 - i. Likely will reach out to EBSCO and Altmetric again
 - l. Sched
 - i. Management HQ is aware of our plans to use Sched this year
 - ii. As noted above, Phil will check to see if presenters can upload own slides to Sched
 - m. Happy hour
 - i. 2/27/19 Phil talked to Chad at ENKI, they have us down. Might be busier than last year if that ends up being their barrel-aged release. Will check in as we get closer. Told them 4:30, maybe 30 people.
 - n. Garden tours
 - o. Horticultural Library
 - p. Evaluations
- 4. Communications Update [Megan/Janis]
 - a. Addressing problems with ARLD gmail & Google Drive
 - b. Waiting to hear back from Sara if we can recover the account

- c. Everyone: invite people to social media events and like posts
- 5. Responding to racist harassment at ALA Midwinter [Megan]
 - a. Collaborating with MLA on unified response
 - i. Can also add our subgroup action items, in addition to signing on to the MLA statement
 - b. Ideas: mid-career MILE with a focus on anti-racist training, people with leadership positions have to take training, create a process for responding to issues in a timely manner, could also send something to ACRL
 - c. Ginny and Megan will draft a statement and circulate to group on email
- 6. Dialogue updates [Megan/Amy]
 - a. Bringing together school + academic librarians, collaboration with ITEM [Amy]
 - b. Each chapter gets 2 free ACRL webinars a year, so we could organize those - group viewing and discussion
 - c. Mary 15 - Intro to Creative Commons
<http://www.ala.org/acrl/conferences/elearning/webcasts>
- 7. Happy Hour for LibTech [Amy & Ginny]
 - a. Amy will check in beforehand, otherwise ready to go
- 8. Legislative Update [Ginny]
 - a. Megan and Ginny attending in person, others virtually
 - b. Ginny and Amy working on talking points
- 9. Membership Update [Cindy] -none
- 10. Intellectual Freedom Update [Megan] -none
- 11. [LOEX Sponsorship](#)
 - a. Brochures - updates, print
 - b. Janis will check brochure for updates, Megan will send file
- 12. Anything else? [All]