Beta Phi Mu Executive Board
Annual Meeting Minutes
Saturday, June 26, 2010
8:00 AM – 10:00 AM
Mayflower Renaissance Hotel (New Jersey Room)
Washington, D.C.

Members in attendance: Sue Stroyan, Eloise May, Diana Vogelsong, Amanda Ros, Lorraine Haricombe, Beth Paskoff, Dave Whisenant, George Gaumond, Sue Searing, Alice Calabrese-Berry, John Budd, Marie Radford. Members not in attendance: Daria DeCooman, Ron Miller, Kaye Bray. Others in attendance: Christie Koontz, John Paul Walters

Approval of Minutes of Annual Meeting in Chicago. Budd points out a typo (MASS instead of MOSS) and moved to approve minutes. Motion was passed by unanimous vote.

Approval of Agenda.

Officer Reports

Executive Director's Report *(Christie Koontz).* Office and procedures are stabilized; most major problems are diminished. The extended two-year contract with FSU begins July 31st. The goals are to continue to stabilize office operations and take input from board. BPM's limited resources are best optimized with increased help from BPM Board committees. The scholarship committee is a good model with definite roles and activities. An elections committee is needed to continue to get these on track with anticipated tenure and rotation of board members. Finance & Budget situation – we are reminded that our only resources come from actual dues. New members and chapters are then key to BPM's financial future. In light of this, we must continue to develop all communications resources at our disposal including: Facebook, web site, newsletter. Three major goals: 1) Develop a 21st century model for running headquarters (office) within the limited resources available; 2) Create and rely upon active board committees to move BPM forward and continue to stabilize the organization; 3) Plan a successful transition and move of the national office headquarters to a new host institution.

President's Report *(Sue Stroyan).* Stroyan stated that this year was a transition year. Attempts were made to create opportunities for board members to break into committees – the vision was to have every board member participate in a committee, create a charge for those committees, and bring in other BPM members to the committee to develop an active board beyond and between our formal meetings. Scholarship Committee is a good model. Another possibility is the Finance committee taking responsibility for working on the budget with the BPM Treasurer. Not so much asking how are you spending every dime, but rather what can we do to help and support development of the budget and investment of the CD. Encouraging a proactive approach – getting things done before staff has to ask for it. "This would be my vision for what we can do in the future." [SStroyan]

Treasurer's Report *(Dave Whisenant).* Whisenant stated that "things seem to be pretty stable" and thanked the board for abolishing $15 rebates. Will work with Walters in determining which chapters get rebates in July. Nothing in the budget is out of the ordinary – salary and wages appear high right now as we pay the FSU foundation in advance and have already accounted for staff salary. Stated that the Fiscal Year is the Calendar Year and that doing rebates in the middle of the year really helped in that we don't have to worry about end of the year. Calabrese-Berry asked why sale of button pins doubled. Walters explained that one school ordered a large shipment. Koontz announced that Bob Branciforte will be our new Treasurer noting that Bob is currently serving as Treasurer of the Gamma Chapter and has an accounting background. Whisenant suggested that this might be a good time to switch everything over to Quick Books. He is still in town and would be happy to help with this transition. Mentioned that our CD with Wachovia Bank is not paying that much – keeps rolling over. Suggested that Finance Committee look into the roles, responsibilities, and risks of having a CD – probably other things we could put it into or cut into several smaller ones for a longer period of time. Calabrese-Berry suggested putting ¾ in a CD to get a better return. Koontz suggested that we may want to consider getting out of the merchandise business and let Award Concepts, Inc. handle this for us. Gaumond stated that a large company may not be interested in trickle-in orders. Walters stated that, in his opinion, the button pin is poor quality and design. Eloise May put forth a resolution to thank Whisenant for his three years of service. Koontz suggested also including Sue for her service as President. Calabrese-Berry asked if we need a motion for how to invest CD. Stroyan asked Calabrese-Berry and Paskoff to please work with Whisenant and Branciforte and to make that decision before CD comes due. Gaumond wondered if we would work with a broker or a company such as that? Calabrese-Berry suggested staying with Wachovia but splitting it up. Gaumond explained this is called "laddering a CD". Stroyan asked that suggestions be sent to Executive Committee and that Budd, Radford, Koontz, and Stroyan will email decision to board members. Budd stated that next maturity date is August 15th. Whisenant thought it may be a five month CD and will look into it.

Committee Reports

Scholarship Committee *(Sue Searing).* Searing prepared a report. Total number of applications received this year was 138. She recruited more people to the committee: Amanda Ros, Monica Moore, and Sandy Roe. Searing gave status of committee's work – Ron Miller oriented. Used Google docs. Suggested there's got to be a better way of doing it. Recommended exploring a better software solution , e.g. ScholarSelect. Discussed sharing reviewer comments, putting in notes about candidates on Google spreadsheet. Wondered if we could provide feedback to applicants as a mentoring activity of Beta Phi Mu? New committee members asked what is the criteria used for evaluation? Judging is fairly subjective. Another issue is providing feedback to applicants. Stated that there was a high level of agreement among committee members with the exception of Harold Lancour scholarship (required a second round of evaluation). Committee members agreed to stay on past this point. A couple of applications did not seem to meet the criteria – would be nice to weed those out in advance. Pointed out that the Lancour scholarship is open to both practitioners and students -- the problem with that being beginner vs. advanced. Would love to see a foreign study scholarship for both students and practitioners. Reported that Frank B. Sessa only had 14 applicants and suggested that perhaps next year's committee look at trying to market that one a little more by reaching practitioners a little better. Committee will continue emailing updates to the Executive Board. Calabrese-Berry stated that financial need is a difficult area -- suggested perhaps taking it out of the picture, thereby making it easier for reviewers to look at other qualifications. Also suggested alternating the scholarship award – one year student, one year non-student since the amount of the award is not a lot. Searing pointed out that while we don't mention any financial aid, applicants nonetheless put it in their applications. Calabrese-Berry mentioned the disparity between private vs. public university and that tuition is so different, causing a greater or lesser need for tuition support and wonders if this should be a factor? Koontz wondered if any of the scholarship named people are still living? Does anyone know? Did named ones ever contribute to the scholarship fund or are they all endowed? No, all funding comes out of our annual income, except for the Eugene Garfield doctoral dissertation fellowships. Calabrese-Berry wondered if we should approach Dr. Garfield re: planned giving, increase fellowship amount, etc. Searing stated that the Blanche Woolls scholarship was named in honor of service. Searing knows Blanche – will let her know who this year's winner is and does she have any thoughts about all this. Calabrese-Berry suggested we go back to the recipients of previous awards, e.g. "I know how excited you were when you were selected…" and ask them to donate to the scholarship fund. Budd asked if the Scholarship committee can take a look at the future of funding the scholarships and give a report to the board. Also, do we have a place for donations on Facebook? Searing stated that her committee brainstorm and get back to the board. Haricombe suggested we feature donations to the scholarship fund in The Pipeline, Web Site, and Facebook (DONATE button?). Stroyan stated that board members are generally expected to make a donation. Budd clarified that this pertains to "current AS WELL AS former board members"!

Monograph Series *(Lorraine Haricombe).* Haricombe sent her report to Stroyan and updated the board on the series' progress. She noted that, since January, they have approved the other two members of the committee and that there is now a full and active group of reviewers. In January, received a proposal from Dave Balwine which was declined for publication – wasn't well put together. It was suggested and recommended that he re-work it and submit it as an article first. It was decided that it needed to be re-worked and was gracefully declined. In March, received a proposal from Dave Pennyman. We had a first review and everyone was very excited about his manuscript. Seems that Dave is willing to accommodate – waiting for him to re-submit for approval – first fresh script in the series but felt it was a good publication so that one will likely move forward. Art Young contacted Haricombe in April to pursue someone who had History of Social Libraries. We have been trying to get her attention but believe she may be out of the country. We are trying to be proactive in attracting people when we see good topics for potential publications. Having lunch @ ALA with editorial board for F2F meeting.

Budd followed-up with highlights pursuant to this discussion. "We took two steps forward and one step back." Long conversation with Sue Easun @ Libraries Unlimited and then with Ron Maas. Easun was on board with everything and Maas acknowledged that he didn't see any problems with this. Budd stated that we really need to make it stable and regular so that we're on a common timetable and their commitment matches ours. Stroyan suggested a formal letter. Budd suggested January 2010 for a five year period, etc. Haricombe was all right with Budd's assessment. **[ADDENDUM]** After the Executive Board meeting at the ALA Annual Conference, Budd, Haricombe, and Keith Russell met with Blanche Woolls and Libraries Unlimited is still completely on board with the agreement as Easun and Budd detailed it. Budd still needs to get a formal letter, but the agreement on both sides is in place.

Nominations Committee *(Ron Miller).* Miller had a previous engagement. Therefore, Koontz reported in his absence that the election was posted on the web page in the appropriate time frame according to the by-laws. Approximately 70 ballots were cast online. Marie Radford is our new President Elect (2010-2012) and Amanda Ros is our new Director (2010-2012). The changes to the by-laws also passed. A brief discussion introducing both new members who were present at the meeting ensued. Radford has just won the Mudge Award and $5,000! Searing requested a meeting with Radford to discuss philanthropy! :o) Ros stated that she is currently working as Cataloging Team Lead for the Tulane Libraries Recovery Center and has been working in libraries since she was a student worker. Ros also stated that she has worked in just about every library position – a little bit of everything – but that technical services is what she loves. Board members congratulated both of them and heartily welcomed them to the board.

Unfinished Business *(Stroyan).* The new version of bylaws has been approved and will be posted on the BPM web site in a couple of weeks. Stroyan expressed gratitude to Vogelsong and Gaumond for their assistance on editing the final version of the document prior to posting the by-laws vote. Stroyan also thanked Koontz for agreeing to stay on as Executive Director for two more years and stated that BPM will now move forward in finding a new host institution. Stroyan again shared her vision for the future, stating that what we can offer to a new location is an organization that all board members can be proud to be associated with and new members can be welcomed into. Stroyan thanked Koontz, Walters, and board members. She suggested that we need to have a very small team to work with Koontz and Walters in talking with whatever institution is willing to begin a conversation about relocating BPM. It could either be an Executive Committee or just a group to talk – an open conversation about the organization's strengths and attributes would need to be drawn up before we move toward that conversation. Budd stated it would seem that an Executive Committee would be the logical body to carry this forward since committee members would be signatories and have some history with this. If others want to join in, certainly volunteers would never be turned away. "If no objections, we have that by acclimation!" [JB]

Stroyan suggested putting together a couple of documents: 1) a timeline of what we think it's going to take to get this done; and 2) overall vision of some of the things we think we need to take place in terms of the things that we want to see in/from a new institution. Budd asked if there would be an existing contract from which to work? Stroyan and Koontz both confirmed this. Stroyan suggests getting together to begin the process – maybe nothing formal like an RFP but perhaps something using an online process such as Google doc or a similar tool to create what we need to move forward. Koontz stated that whatever can be put in the contract is the most critical as it clarifies it for all concerned. Koontz asked about sending to current chapters to see if they were interested in housing the organization? Stroyan suggested that first we should re-contact the organization that was interested and talk to the Dean of that institution noting that it is important to follow our already identified leads before making new contacts. Walters stated that should the new host be the University of Hawaii then he wants to go on record the he would be willing to transfer there as Program Director. :o) (much laughter ensued!) Vogelsong asked if we offer some benefit to a new host institution? Koontz stated that she would have to say no in that it is an honor to host and house BPM but as far as a financial benefit, there is none. "You're bringing in revenues and you're paying a staff person and you're limited because of the amount of resources." [CK]

Budd asked if we might follow-up on the vision for the future? He stated that he had one thing he would like to put before the group – a no cost thing. He further stated that, as of Monday, he would be the Vice Chair-Chair Elect of the Library Research Roundtable and there may be a connection between our two groups. It would be kind of nice if there was a co-sponsor roundtable presented thing – not certain if the award should go to a student or a practitioner. Budd would be willing to fund the award for three years. Better to let BPM co-sponsor it with LLRT since they have the mechanisms to get things on the ALA calendar. There would be no work for Executive Director or Executive Board but it would provide valuable visibility for Beta Phi Mu at the annual conference. Calabrese-Berry clarifies that by funneling monies through BPM – if the money is coming from BPM and the planning is coming from LLRT then there really is a partnership. Budd stated the $500 award would be for a research paper to be presented – a competitive award so they have a jurying process in place. Stroyan stated that approval must come from/go through the Awards committee and that paperwork will need to be filled out and both organizations sign off on it. Koontz asks why not let BPM match the award? Budd states that at least for now, he will provide the money for three years and then we can look at a matching donation from BPM. Something like the Justin Windsor Prize only this would be the Beta Phi Mu LLRT Research Paper of the Year Award. Budd also stated that if we can get it approved prior to Mid-Winter then we can get it in the announcements. Radford added that this would also raise the profile of BPM in the area of research. "Library discipline has never been good at recognizing research." [MR] Budd stated he will suggest that a member of the BPM Executive Board be included as part of the jury. Stroyan suggested looking at ALA awards section on their website and offered to "help make it simple for you."

Committee Charges. Stroyan stated that Sue Searing had sent out the Scholarship committee charge and asked for any comments, of which there were none. "Okay, we're comfortable with that one and we already had one for the Finance committee." [SStroyan] Koontz asked if we have an Election committee? Stroyan pointed out that we have a nominating committee and we have the Executive Committee already approved. Have not seen a charge for the Chapter Relations or Nominating committees (which is chaired by Past President – oops!). Stroyan clarified that a new charge would be forthcoming and that Chapter Relations committee got confused – May said in mid-year that she couldn't be on it. Stroyan asked if Vogelsong would be willing to chair Chapter Relations and would need a charge? Anyone willing to serve? Ros agreed to join Chapter Relations committee. Walters was asked to email Amanda's contact information to Diana.

New Business *(continued)*. Stroyan asked that the election process be set aside for a minute and shared information regarding a request she received re: the creation of a new chapter (University of North Texas). Discussion followed. Beta Lambda Chapter was a joint entity. Basic reason for the change is the times their graduation ceremonies are held and so when they want to have their BPM initiation ceremonies it is difficult to find a time when both chapters can be together. Stroyan emphasized that there is no animosity between the chapters. She has been talking with Elizabeth Figa off and on for the past year re: scheduling conflicts. Stroyan introduced supporting documentation which was shared with all board members. "We have all the paperwork required for the establishment of a new chapter to be named Beta Beta Nu. Stroyan asked if debate is needed? Any concerns, comments, issues? Stroyan stated that she does not see any disadvantages. Paskoff so moved. The resolution was unanimously approved.

Archives *(Sue Searing).* Searing stated that we have no agreement on record for archives at the University of Illinois and that they would like a formal agreement (which she has). They will have a few hoops to jump through to formalize. They may come back to us for a little money to pay a grad student – model from ALA – no controversy of formalizing the paperwork. She can work with Koontz and will send Koontz links to complete paperwork. Searing concluded that it's a great place for that kind of primary source stuff. Stroyan added: "Our original home." [SStroyan]

Facebook Discussion. Vogelsong suggested using Facebook to help people (members) connect. Ros suggested starting a discussion to get creative juices flowing out there. Whisenant stated that one of the things his library school does is every time something changes, e.g. newsletter, announcements, etc. they post it on Facebook and a nice link to go back and read at your leisure. Vogelsong and Koontz said their schools do the same. Twitter was mentioned as another avenue of communication. Searing agreed that this is a "wonderful way to go" and if JP can post these sorts of things to the BPM Facebook Group page. Paskoff suggested one rep per chapter to increase communication. Searing suggested the Chapter Relations committee brainstorms the best ways to use Facebook to communicate with chapters. Radford suggested asking chapters to post announcements on their Facebook wall. Paskoff pointed out that many members' chapter affiliation is with their home school but now live elsewhere and would be interested in what's going on with BPM and suggests Chapter Relations committee get out the word as an opportunity to connect with some of your members. Searing suggestsed adding a Facebook Group

Page link to chapter websites. Walters suggested asking chapters/members add “Find Us On Facebook” logo/link to email signatures.

Stroyan asked Board to clarify elections -- good to do now as everybody here can take a look at it.

Elections Discussion. Vogelsong: 2009-2011. Koontz: Can be elected for two terms beginning next year. Stroyan asked Gaumond if this was his first term on the board? Gaumond: Yes. Koontz: He signed on for another yaer until 2011. Stroyan: Paskoff elected at GALA from 2009-2011? Searing can get off hook in 2011. Calabrese-Berry would like to retire as of this year. Bray is also going off in 2011 but could be re-elected. Ros until 2012 – could be re-elected. All directors are two year terms. DeCooman was elected @ GALA for 2009-2011 and could serve again.

Stroyan would like to see a distinction on the website as to Directors vs. Directors At Large. Amanda and Sue are the Directors at Large? Discussion – check with Koontz. Alice is retiring. Koontz pointed out that we have three instead of two elected online and said that this afternoon, we should elect one person at the G-ALA to replace Alice with a two-year term and that next year we should have an online election. Koontz reminded the board that she had sent everyone a spreadsheet. Koontz stated that we’re okay with Directors at Large and that, for now, we will elect one person. Stroyan asked who else is on the Nominating Committee and that they need to work this out at Mid-Winter. Koontz asked if it is okay to ask someone if they are willing to run?

Beth Paskoff discussed her situation at LSU and the Beta Zeta chapter and pointed out that they had played a very strong role in BPM over the years. She said she expected things to continue but would keep the Board posted. Paskoff also mentioned that there is a scholarship in Charles ? name and that if they had to close she would move to have the money sent to BPM to start an endowment. When asked what were the chances to sustain, Paskoff said she didn’t think anybody knows right now but that the Board will meet in July or August. Need letters of support from BPM?

Budd stated that he had promised something at the Mid-Winter meeting – that he would get a tattoo of the BPM Anchor & Dolphin logo – and he DID – on his BACK! Budd went shirtless and proudly showed off his unique symbol of support for Beta Phi Mu!

Walters gave a brief overview of the ScholarSelect platform and recommended trying it for this next scholarship season. Stroyan asked Searing to take a closer look at ScholarSelect and if she likes it then the Board would approve the $500 expenditure for this year.

A resolution was proposed to thank Alice Calabrese-Berry, Ron Miller, and Eloise May for their service on the Board.

Stroyan moved that the meeting be adjourned. Unanimous approval to adjourn at 10:10 AM.