

Eastern New York Chapter  
Association of College and Research Libraries  
Board Meeting  
May 19, 2015  
Binghamton University

MINUTES

Present: Tarida Anantachai, Yu-Hui Chen, Katie Dunn, Jennifer Fairall, Jane Kessler, Ali Larsen, Patrick Williams

Tarida Anantachai brought the meeting to order.

Approval of minutes of the February 4<sup>th</sup>, 2015 meeting.

Jane moved to approve the minutes. Ali seconded the motion. The minutes were approved.

**Committee Chair Reports**

Program Planning – Tarida Anantachai

Timothy Jackson will be compiling the conference evaluations and Tarida will send them to the board and program committee. Tarida and Ben Andrus will send conference-related receipts to Yu-Hui. A few people have already indicated their interest in being on the program committee for next year. The location has not been set for next year's conference. We can ask Union College if they are interested in hosting.

Communications – Kathryn Frederick

Not present.

Government Relations – Ali Larsen

See Annual Report from the Business Meeting.

Ali also received some information from ACRL on how their agenda items are set.

Membership – Patrick Williams

See Annual Report from the Business Meeting.

Patrick identified schools that don't have active ENY/ACRL liaisons, and will be working on recruiting liaisons for those schools. We need to make it easier for people to tell us about retirements or new members so we can note them at the annual business meeting lunch. We could put a call for information in the newsletter. There is a current list of members in the Dropbox. We currently have approximately 157 members. Tarida will send Patrick a list of in-person registrations from the conference. Receipts will be sent to people who registered in person.

## **Officer Reports**

President – Andy Krzystyniak

Not present.

Vice President/President Elect – Tarida Anantachai

See Program Planning Committee Chair report, above.

Past President – Jane Kessler

See Annual Report from the Business Meeting.

Jane recommends that we use Cornell's Condorcet Internet Voting Service again for the election next year. It's much easier than preparing and mailing paper ballots. Even if the ballot email is sent out multiple times, the software only allows one vote per email address. There was a problem with members from several institutions not receiving the voting email this year, so Jane recommends first sending a message to the membership notifying them that the ballot email will be going out, and to contact the Past President if they don't receive a ballot.

Secretary – Katie Dunn

See Annual Report from the Business Meeting.

Treasurer – Yu-Hui Chen

Yu-Hui distributed copies of the monthly treasurer's report. As of May 18, we'll still be waiting for three or four checks from vendors, and expenses from conference aren't included yet.

Archivist – Jennifer Fairall

Jennifer will place a couple of the folders of this year's conference materials in the archive.

## **Old Business**

There was no old business.

## **New Business**

Vendor sponsorship fees (Tarida Anantachai)

Tarida presented a proposal from Anne Rauh, Conference Planning Committee Vendor Relations Representative, to increase vendor sponsorship fees for the annual conference. (See attached document.) The proposal was approved. The board thanks Anne Rauh for her work in coordinating vendor sponsorship.

#### Conference registration fee for raffle winner (Yu-Hui Chen)

Yu-Hui asked whether the board wants to set an upper limit to the conference sponsorship prize. ACRL members pay less for ACRL conference registration. ACRL Annual registration for a non-member is \$525.

The board discussed possibly replacing the conference sponsorship prize with professional development funds that members could apply for if they're presenting at a conference. Central New York Library Resources Council (CLRC) just started a professional development fund. The board discussed how the funds might be allocated. A concern was expressed about a fair number of members going to a lot of conferences, and the suggestion was made that perhaps the funds should be limited to ACRL or ALA. We would have to have a limit on the total amount spent and the total funding given to an individual. SUNYLA has a similar program. Yu-Hui will request information from SUNYLA on how they manage their professional program.

#### ENY/ACRL logo (Kathryn Frederick)

Tabled.

#### Innovation Award (Jane Kessler)

Tabled. We will take this up at the next meeting as part of a discussion of possible professional development funding.

#### Membership schedule and membership renewal option on conference form (Patrick Williams)

Even though we didn't have a membership renewal option on the conference form this year, people were essentially renewing anyway by selecting the new member option. It's difficult for people to remember whether their membership is current. We had a note on the registration form prompting people to contact the membership chair to clarify their membership status, and Patrick got about 10 emails. Some of the confusion about membership schedule would be alleviated by having a renewal option. A May renewal date might make sense, but we'd have to look at the bylaws about voting dates in order to change the renewal dates. Patrick will bring a proposal to the next meeting.

#### **Next meeting date**

Last year, the board met in July. Tarida asked the board members to email her their July blackout dates.

Jane will email Andy Krzystyniak to advise him about the voting process and see if he has any questions. The board thanked Jane for her service on the board.

**Adjournment**

Patrick Williams moved to adjourn, and Ali Larsen seconded the motion. The meeting was adjourned.

Respectfully submitted,  
Katie Dunn

To: ENY/ACRL Board of Directors

From: Anne Rauh, Conference Planning Committee Vendor Relations Representative

Date: May 7, 2015

### **Increase to Sponsorship Fees**

As the vendor relations representative to the conference planning committee (2013-2015), I propose that vendor contribution levels be increased as follows for the 2016 conference<sup>1</sup>:

- LEVEL 1: \$500 donation – sponsor receives display space, acknowledgement in the conference literature, web site; verbal recognition as a sponsor; plus conference registration (includes lunch) for two representatives, or one representative and a guest;
- LEVEL 2: \$300 donation – sponsor receives display space, acknowledgement in the conference literature, web site; verbal recognition as a sponsor; plus conference registration (includes lunch) for one representative;
- LEVEL 3: \$100 donation – sponsor receives acknowledgement in the conference literature, web site, and verbal recognition as a sponsor;
- LEVEL 4: product donation for drawing – sponsor receives acknowledgement in the conference literature and web site, and verbal recognition as a sponsor.

All sponsors will also be allowed to distribute literature about their products whether they choose to attend the conference or not.

This proposal is in response to increased costs in producing a high quality annual conference and to consolidation of library vendors<sup>2</sup>. While soliciting sponsorship, I have had a number of vendors offer to donate \$500 before they knew our sponsorship levels. This price point is not a burden to our LEVEL 1 sponsors. It also clarifies the benefits for LEVEL 3 sponsorship. In past years, we have offered these vendors a table to staff, but have not included them in lunch. By eliminating the table benefit at LEVEL 3, we can avoid confusion about who can and cannot participate in our lunch.

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<sup>1</sup> 2013 – 2015 contribution levels were \$300, \$200, and \$100.

<sup>2</sup> In the years since I have coordinated sponsorship, we have seen the merger of Mendeley, Knovel, and Elsevier; EBSCO and YBP, and Springer and Macmillan.