

# Business Meeting Minutes 2014

USAIN Business Meeting, 2014 – Burlington VT

Tuesday, May 6, 1:00 PM – 2:00 PM

**Call to Order:** President Connie Britton called the meeting to order at 1:03 P.M.

**Review of Minutes of Previous Business Meeting:** The minutes of May 1, 2012 -- Minneapolis, MN were approved without any corrections.

**Treasurer's Report:** USAIN continues to be healthy financially and to maintain the required reserves. Total assets (checking, Money Market, CD and Annuity investments) as of March 31, 2014 was \$88,783.05.

**President's Report:** President Connie Britton reviewed the progress report under set goals of the Action Plan:

Goal 1: Strengthen the membership and increase participation by new members. Members total 140 including some new members. We conducted a Fall 2013 membership survey. We also undertook a website re-design.

Goal 2: Advocate for public policy. USAIN sponsored the IAALD World Congress at Cornell in 2013. We monitored and responded accordingly to issues affecting NAL and open access to publicly funded research publications and data.

Goal 3: Provide Educational and Professional Development opportunities for members. Some examples are the conference at Vermont; Project CERES; and the activities through the Professional Development Special Project Committee.

Other: 25<sup>th</sup> USAIN Anniversary celebration. We also implemented the audit of USAIN accounts.

**Proposed By-Laws Changes:** Eileen Herring, Past President and Chair, By-laws Committee reported that the updated procedures and rules document was E-Mailed to USAIN-EC on April, 28, 2014. Eileen Herring, Sarah Williams and Anita Ezzo worked on the needed changes in this document. The changes are of house-keeping nature. The major revision occurred in Section VI with the proposed changes to the offices of secretary/treasurer. At this time, we have addressed all inconsistencies between the procedures and rules and the bylaws documents. All numberings are also fixed and all names of offices are consistent. A final copy of the procedures and rules was posted to the website for a review by members.

The final document with the proposed changes to the bylaws was presented to USAIN members at the Business Meeting. Then a voice vote was called. Updated procedures and rules were approved by the members. Following this approval, Eileen Herring will set up a ballot and send

it to USAIN members via E-Mail. We will allow two weeks for members to vote. If two-thirds of the people responding are in favor then the vote has passed. The timeline we will follow is for the secretary to send out the ballot by Thursday May 15, 2014 and then announce the outcome of the vote by June 2, 2014.

**Updating the USAIN Website:** President Connie Britton mentioned that a web Implementation Task force has engaged the services of Jesse James Creative, a company that is working on the re-design of the USAIN website. Connie presented some of the highlights of the homepage to-date which includes icons for committees, interest groups and action groups. There is navigation for member log-in that uses a drop down menu. Members will gain access using a username and password. Information accessible to members will include the membership directory. There is a member resources area, a place where members or committees can store documents such as action plans, bylaws and logos. Information profiles of USAIN members will include tenure and rank. Jesse James is also working on four more templates for some of the website interior pages. The homepage of the website will use some seasonal images that may include the use of regional images that represent the different ecosystems that are representative of agriculture or geographies of our members and their users.

**2014 Conference Update:** Elizabeth Berman and Val Minson, conference co-chairs reported that there are 100 registered USAIN attendees and four international registrants. The sponsorship level is adequate. It includes regular and local sponsors. The Conference will generate an estimated \$4, 000-5,000 USAIN revenue.

**Announcement of Award Winners:** Val Minson, President-Elect announced the award winners as follows:

1. New Professionals Scholarships: Kathleen Monks, Assistant Professor and Reference & Instruction Librarian, University of Idaho
2. Student Scholarship: Madeline Jarvis, University of Iowa
3. Service to the Profession Award: Amy Paster, Life Sciences Library, Penn State University

Note that the awards will actually be presented at the banquet.

**Committee and Interest Group Appointments and Recognition of Service:** President Connie Britton and President-Elect Val Minson reported that committee and Interest Group assignments have been filled. USAIN-EC members have also reviewed activity reports from each of the committees and interest groups. Connie and Val also took a moment to recognize and welcome **AERIE Interest Group**, a newly formed Interest Group.

**Introduction and Recognition of the Executive Council:** President Connie Britton recognized the USAIN executive members as follows:

President: Connie Britton

Past President: Eileen Herring

President-Elect: Valrie Minson

Secretary/Treasurer: Claudine Jenda

Directors: Madeleine Charney, Philip Herold, Peter Fernandez, Hope Jansen, Sarah Williams;  
Jenny Oleen

NAL Representative: Chris Cole

Ex-Officio Members: Amy Paster (Archivist), Suzanne Reinman (Webmaster)

**Other Business:**

**Concerns or Questions:** There was a question from the members about a need to easily identify individuals who have associate professor or full professor rank in USAIN who can be engaged in helping to review tenure and promotion cases of those that are tenure-track or those who seek promotion. Connie mentioned that the new website will allow each USAIN member to fill out some profile information. A field for rank will be available but it will be optional for an individual to fill this field out. It is hoped that this feature will help generate librarians with associate professor or full professor ranks.

**The meeting adjourned at 2:00 P.M.**

Respectfully submitted

Claudine Jenda

Secretary/Treasurer

04/13/2015