

NASIG Board Conference Call Agenda
April 22, 2020

Angela Dresselhaus, *Past President*
Kristen Wilson, *President*
Betsy Appleton, *Vice President/President-Elect*
Beth Ashmore, *Secretary*
Cris Ferguson, *Treasurer-in-Training*

Members at Large:

Keondra Bailey
Michael Fernandez
Shannon Keller
Lisa Martincik
Steve Shadle

Eugenia Beh, *Ex Officio*
Chris Bullock, *Ex Officio*
Lori Duggan, *Ex Officio*

Guests: Wendy Robertson, Megan Kilb, Adele Fitzgerald, Jennifer Pate

Regrets: Marsha Seamans, *Member at Large*; Jessica Ireland, *Treasurer*

1.0 Welcome started at 3:03

The meeting was called to order at 3:03 pm Eastern.

2.0 Online Conference

Wendy Robertson and Megan Kilb reported that one of two vision speakers are willing to present online and most of the presenters are willing to present either recorded or live. Five concurrent sessions do not want to present either live or online. Four concurrent presenters have a strong preference to pre-record and nine have a strong preference to do a live presentation. Ten concurrent presenters are willing to do either. In some cases only some sessions speakers are willing to present and in some of those cases the topics may change slightly. Altogether there are 25 concurrent sessions worth of content and 1 preconference that is willing to reformat for online. PPC suggests having programming from 11am-4pm ET during the same week in June that the Spokane conference would have taken place.

The board discussed what other kinds of content we would have and how much time we would need including opening and closing sessions, where to put the keynote session and whether or not to reinstate the vendor lightning talk. The board agreed that it would be good to have an opening session each day to welcome everyone, recognize sponsors and provide any technical information. The first day opening session would be bigger and the subsequent opening sessions could be shorter and mostly focused on recognizing sponsors and technical issues. The board decided that a closing session wouldn't be necessary because feedback can come via email or the conference evaluation online. The board asked PPC to pick more popular sessions for the first session of each day as daily keynotes.

Cris Ferguson reported that half of sponsors have responded to the call for sponsorship for the online conference. At least two sponsors are willing to continue if they can speak at the conference and one sponsor would like to get the attendee list. Cris reported that the budget for the online conference is approximately \$10,000. We have about \$4,500 in sponsorships committed so far, but could probably get at least two more sponsors if we reinstate the vendor showcase. The session would need a good moderator to keep it moving and possibly could be divided into two sessions if we have a lot of sponsors. We would also be unable to guarantee that attendees would come to a session that is exclusively about vendors. The board discussed whether we should ask vendors to talk about something in particular and decided that that might make the session less attractive to vendors if they have something else that they would like to talk about. The board also discussed making the vendor session pre-recorded, however this might make the session less attractive because vendors would not have the live interaction with customers and potential customers, especially if attendees asked their questions in chat and then the vendors could answer them later by contacting the attendee individually.

Wendy recommended we add the vendor lightning talks back to the schedule and suggested we ask the continuing education committee to assist with running the session as they have experience with the webinars. Cris will go back to sponsors and see which sponsors would like to participate in the session and if this helps any other sponsors who have not yet responded make the decision to sponsor.

The board discussed the pros and cons of making the online conference free. The pros are that it makes registration easier and cheaper because we would not have to collect money and we might get a larger audience of both NASIG members and non-members. The cons are that we currently don't have enough money to cover our online conference costs so we could potentially lose money on the conference again and this could put us even more behind in our efforts to fund our open access proceedings. Cris added that processing the refunds for those who already registered will also cost us money in credit card processing fees. The board discussed making it free for

members and low-cost for non-members. This would make the registration more complicated and would not necessarily attract the potential new members we are hoping to reach. The board discussed making it free, but including in the registration an opportunity for registrants to donate to support our award winners since this is the biggest part of our online conference budget. The board also discussed making an incentive to donate to support award winners by being entered into a drawing for a free registration for NASIG 2021. Regardless of whether we charge or not, attendees will need to register so we can provide secure Zoom or WebEx links. Shannon Regan commented that NYPL makes attendees register for free sessions for security reasons as well.

The board discussed if we should try to run the conference on Zoom or WebEx. Adele Fitzgerald and Jennifer Pate recommended that we move to Zoom rather than WebEx because Zoom is easier to work with and the Continuing Education committee was planning to transition to Zoom as soon as the WebEx subscription ended.

VOTE: Angela Dresselhaus moved to make the 2020 online NASIG conference free. Lisa Martincik seconded. 8 votes in favor, 0 votes against, 2 abstentions

ACTION ITEM: PPC will come up with a schedule for three days of content with five hours a day. Once the schedule is made we will send an announcement with a link to the conference registration form, which sessions will be live and pre-recorded and an explanation of how the funding is working to make it free (sponsorships and donations to support award winners).

2.1 Adjourn

The meeting was adjourned at 4:05 pm Eastern. Minutes submitted by: Beth Ashmore, Secretary, NASIG Executive Board.