

NASIG Board Meeting Agenda
December 11, 2023 | 12:30 - 2 pm

<https://us02web.zoom.us/j/87811937763?pwd=blITOFhQanFJYnVTZ0luZDk2ODZxQT09>

[Shared drive - NASIG Board 2023-2024](#) [Action items](#) [Information for Committee Chairs](#)

Executive Board:

Vice President/President-Elect: Paul Moeller, 2023/2024

Secretary: Willa Tavernier, 2021/24

Treasurer: Shannon Keller, 2022/24

Members at Large:

Moon Kim, 2021/24

Treasa Bane, 2021/24

Xiaoyan Song, 2022/25

Heather Staines, 2023/2025

Chris Burris, 2023/2025

Ex Officio

Steve Oberg (*Social Media & Marketing Coordinator*)

Matthew Ragucci (*Social Media & Marketing Coordinator in training*)

Nicole Ameduri (*Treasurer in training*)

Guests

Sonali Sugrim (CPC Co-chair)

Apologies

President: Courtney McAllister 2023/24

Past President: Dana Sinclair, 2023/24

Ilda Cardenas, Member at large 2022/25

12:30 pm

- 1.0 Welcome & Call to Order - VP Paul Moeller called the meeting to order at 12:34 EST, 10:34 Mountain time
- 2.0 CPC Update (**Sonali**)
 - AIP is a new Tier 1 Sponsor
 - CPC Monthly meeting is tomorrow - an invitation letter for the local speakers has been drafted and will be finalized.

- Question for the Board - the CPC Manual lists the local speaker honorarium as \$200 - want confirmation to include that in invitation letter
 - Shannon confirmed the honorarium
- Steve Oberg added that infographics are being developed by him and Matthew Ragucci to advertise the conference

3.0 PPC Update (**Paul**)

- Francisca Tripoldi UNC Chapel Hill is confirmed as vision speaker
- 4 workshops confirmed and 1 in process. PPC has ideas about who to approach to fill the last slots
- 18 slots and 20 proposals for concurrent sessions
- Steve Oberg will send out reminder of the deadline tomorrow

4.0 Passing of Teresa Malinowski, former NASIG President (**Steve**)

- Crowdsourcing funds for an award ino Teresa Malinowski for Spokane 2024
- Naming an award for Teresa Malinowski permanently
- A formal policy for naming awards

Discussion

- As NASIG ages we are likely to have more incidents like having heavily involved NASIG members pass so we should consider renaming the award for a year in her honor
- We should wait and see how much is raised, as we may be able to raise enough for more than one year
- We can do a Festschrift (name the proceedings)
- A member wondered about the reluctance to rename the award as nothing has changed since the naming of other awards in their place
- We can reach out to Cal State Fullerton (where Teresa worked) for additional funding of the awards
- A subgroup should be formed to document the policy on naming awards and consider other ways of recognition e.g. Festschrift
- Festschrift may be more sustainable and permanent

Willa proposed and Christian Burris seconded a motion to name a 2024 unnamed award in favor of Teresa Malinowski and the proceedings for 2024 be a Festschrift in her memory

Further discussion

- This would preempt the work of the Task Force
- Task force discussion

The motion was withdrawn and revised by Willa and seconded by Nicole.
Motion to present a 2024 unnamed award in honor of Teresa Malinowski

Decision

The motion passed with 8 votes in favor

NASIG public facing web pages now have an opportunity to donate in her honor.

Paul Moeller proposed a motion to form a task force to discuss the short term and longer term naming of awards and other ways of recognizing long-serving NASIG Members to report by the January Board

Heather Staines seconded.

Discussion

The January board meeting may be too soon given the holidays

Amendment: Paul amended his motion to refer to the February Board meeting.

Voting The motion passed with 8 votes in favor

5.0 Status of 2022 Proceedings (**Paul**)

- Articles are loaded and ISSN and Dois are ready
- Doi linking is not yet available
- An announcement can now go out that the proceedings are available
- Steve Oberg will coordinate the announcement

6.0 Treasurer's Report (**Shannon**)

- \$3,665.00 was paid for 2021-2022 and retroactive bookkeeping. Everything in Quickbooks is up to date and the last batch of outstanding taxes were filed on time, thanks to assistance from Courtney.
- In January Shannon will put together the documents needed for Paul to make a credit card application with US Bank.

7.0 Outstanding requests from N&E? (**Dana**)

- *Could the board encourage current and just past committee chairs if they would be willing to self-nominate for a board position, if they haven't been nominated already. We have a pretty good slate, but I do worry if we will have enough to commit to running after we begin notification.*

Paul noted that Courtney requested clarification about the nomination deadline and process to which no response was given. Paul will follow up after the meeting. Shannon

has already worked with N&E to set up their Google Workspace to run voting through a Google Form. Nicole requested a list of current candidates as there are some people she can reach out to. In her experience nominations are accepted until the go live date.

8.0 CEC question (Yan)

- CEC was asked if the embargo period can be shortened to three months for all or some webinars? And if the answer is no in general, can an exception be made for Publishers Preserving Publishing webinar. It was an exceptional webinar co-sponsored by the Digital preservation Committee and they are hoping to be able to use the recording as a promotional tool for NASIG and their committee activities
 - Not much uptake for in person webinar - topic may not appeal first and foremost to NASIG
 - May appeal to other groups so would like to shorten the embargo and promote this to cross industry groups
 - Attendees get a link to the recording before the embargo period
 - There were no objections from Board members to this proposal

9.0 Secretary's Matters

- Committee Reports
- [W 2023 Mid-Year Report.docx](#) Communications
 - See newsletter update below
 - NASIG Autumn will be added as a January agenda item
- [M Mid-year report - 2023](#) Mentoring and Student Outreach
- Newsletter Committee
 - Willa has discussed this with the Archivist and the Newsletter Committee. Committee members have been asked whether anyone is willing to volunteer
 - This will be added as a January agenda item
- [CPC December Board Report](#)
- Willa drew members' attention to the latest weekly conference report.

10.0 Any other Business

- Revisiting updating the MoU for the proceedings and concurrent sessions
 - [M Presentation - MOU Template - Revision Draft](#)
 - 3rd bullet point - opt-in paper for Proceedings as it is becoming increasingly difficult to get recorders to volunteer and if they did volunteer some are very slow to turn in their written report. This may also be a means of getting NASIG Autumn proceedings represented in the proceedings.

- Neither PPC nor Proceedings object to the change
- There was no objection from Board members to the revised MoU. Paul will notify PPC and Proceedings
- Shannon advised members that although NASIG pays for the President to attend UKSG this was not reflected in the Compensation & Reimbursement Policy so the sentence has been added.
 - There was no objection from Board members
 - Shannon will let the Board know when the change is made on the website
 - Steve will send out an email blast to membership about the revised policy
- NASIG Autumn recordings embargo
 - We should decide on an embargo and decide if it should be the same as CEC webinars. This is to be added as a January agenda item

Paul Moeller moved to adjourn the meeting and Willa Tavernier seconded.

The meeting was adjourned at 11:53 Mountain time, 1:53 EST.