

## NASIG Board Meeting Agenda

March 16, 2023 | 3-4:30 pm

Meeting Link -

<https://iu.zoom.us/j/88156371343?pwd=RlRwQ3FXVXA5RlZBeHgyb1dGRkZkdz09>

### ***Executive Board:***

President: Dana Sinclair, 2022/23

Vice President/President-Elect: Courtney McAllister 2020/2022

Past President: Ted Westervelt, 2022

Secretary: Willa Tavernier, 2021/24

Treasurer: Shannon Keller, 2022/24

### ***Members at Large:***

Mary Ann Jones, 2020/23

Treasa Bane, 2021/24

Moon Kim, 2021/24

Sonali Sugrim, 2022/23

Ilda Cardenas, 2022/25

Xiaoyan Song, 2022/2025

### ***Ex Officio***

(Post currently vacant) (*Newsletter Editor*)

### ***Apologies***

Steve Oberg, (*Social Media & Marketing Coordinator*)

1. Welcome (*President Dana*)
2. Minutes & Board decisions by mail (*Secretary*)  
There were no objections to notifying award winners except for E&I. Two awards are available for E&I but there is only 1 qualified applicant. Board members agreed to extend the application deadline to get additional applications. Once both awardees are identified they will be notified at the same time.
3. Diversity in NASIG/E&I Award (*Ilda*) = The E&I Award deadline has been readvertised to April 1, publicized with ALA Ethnic Affiliates, and Ilda also sent to Moon who distributed among her network. Other award recipients have been notified. Shannon has asked that they be put in contact with her for financial arrangements

### **Discussion**

Willa noted that regarding diversity in membership - generally our membership has shrunk and that has had a knock on impact on award applicants and a knock on impact on applicants for an E&I award. Moon suggested that we increase our engagement with

ALA's Ethnic Affiliates, and one excellent option for this is the Joint Conference of Librarians of Color - JCLC which Moon recently attended, as well as the Inclusion, Diversity, Equity, and Accessibility in Libraries & Archives Conference - IDEAL. ARL is working on doing another version of IDEAL and are currently looking for host sites for the next IDEAL. She noted that Dana has a good point about participation but that's also challenging depending on funding - by way of example she noted that for JCLC even the organizers paid their own way. If there is an expectation that there is a NASIG representative staffing a table the financial cost may be prohibitive.

Ted suggested that if we do virtual/in person and there is a conference like JCLC, NASIG can possibly be a co-sponsor. This may be sustainable. We also give money to the American Indian Library Association for scholarships for Native LIS students and maybe we can strengthen that relationship as well. Willa noted that the cost of a single conference eats up most or all of a professional development budget even at well resourced institutions, plus there is the cost of membership. We need to rethink the way we do conferences to ensure that by 2030 we have a thriving organization. We should also be reaching out to Minority Serving Institutions that have LIS programs.

Anna was in favor of the idea of tabling at targeted conferences, particularly since they tend to have a smaller number of vendors and it's a way as an organization to support another organization's mission. However she has concerns about how effective/approachable it would be if it were staffed by yet more white women like herself. However, it would not be desirable to add more unpaid labor to our members from minoritized groups.

Dana advised the Board that UKSG has the same issue and have been discussed between the two Presidents

**Tabled for further discussion:**

- i. Attending the conferences of ALA Ethnic Affiliates/NALCOs
  - ii. Tabling at conferences of ALA Ethnic Affiliates/NALCOs
4. NASIG 2023 Conference - Question from PPC about how moderators enforce the [Code of Conduct](#). Is there any guidance on how to deal with this at the moment? Does anything already exist?

**Discussion**

Shannon suggested that template language should be distributed to all moderators, and Willa noted that there needs to be a follow up procedure for reporting to the board and having the board reach out to those who may have been affected. Shannon also suggested that there should be a mechanism for reminding participants how they can report code of conduct violations. Ted noted that we need to be able to respond rapidly, and members discussed means of rapid response such as group chat, Slack or Discord. Anna advised that there was some discussion of Slack but we should follow up with Mary Ann and the

chairs.

**Action item - Willa to follow up with Mary-Ann & CPC about communication plan for Code of Conduct violations**

5. IFLA voting (*Shannon*) [Click here to view the candidate statements](#) The question is how does NASIG decide who to vote for, and we also need to clarify how many positions can we vote for.

**Discussion**

Ted advised that we do not vote for chairs but we can vote for regionals. Moon suggested that with the deadline it is too late for membership input but we should think of it for future years. Courtney queried how we decide on these votes as a logistical matter. Members decided that this can be done via a form.

**Action items**

- a. **Shannon** will get the positions we vote for and list of names
  - b. **Willa** will set up and circulate a form
6. E&A has asked
- a. whether Board members have any changes or supplemental questions for the [conference survey](#)?
  - b. whether gift cards will be offered for each conference survey: in person and virtual?
  - c. That rather than the Treasurer purchasing the card ahead of the conference and giving it to the E&A chair, who then sends it to the winner, could the E&A chair find out the preferred gift card from the winner, and pass everything on to the Treasurer, who can then purchase and send it directly to the winner.

**Discussion**

Shannon advised that it is standard practice for a gift card to be offered for each survey, and that E&A's suggestion as to purchase and delivery is fine. Board members had no additions or changes to the survey.

7. Treasurer's Report

Shannon moved that NASIG cancels its current credit card with Chase and use a debit card in the interim until NASIG is able to apply for a new business credit card. The motion was seconded by Courtney McCallister. President Dana called for further discussion.

## Further discussion

There was no further discussion.

## Voting

There were 10 yes votes, 0 no votes

b. *Taxes* - Shannon advised that she is currently waiting on the Chase statement which goes to the West Seneca mailbox, and she will then send it to the accountant to finalize the taxes. As soon as those are done we can apply for a new business credit card.

c. *Sponsors* - We have several new sponsors this year in addition to existing sponsors. Nicole has been working very hard

- i. JOVE
- ii. LYRASIS
- iii. IOP
- iv. ACM
- v. Health Affairs

## 8. Secretary's report

a. *Committee Volunteers* Willa would like for the call for committee volunteers to go out March 27 and asked that Liaisons find out from committees whether any committee has particular membership needs.

- i. **Action item - Willa to send email to board to remind them to ask committees regarding needs as well as request quotes for why they find service useful**

b. *Communications* - Steve Oberg responded to the suggestion for more publicity that we hold off on publicity until there are specific updates such as the full schedule being published. Willa proposed that we send out information regardless of specific updates.

## Discussion/Decision

Board members strongly feel that we do need to send out conference reminders and not wait on a development. As we are 2 months out from the conference we now think this should go out weekly. We can use several strategies

1. Write up on the content of each workshop
2. A blurb from folks who have found the in person conference useful and why it is so important -

3. Reasons I love NASIG, accomplishments e.g. Susan Bartl
4. New and existing sponsors

- c. *Strategic Plan Review* - Willa proposed that we reserve time at the next meeting to review the Strategic Plan progress in detail. She also suggested that the Board provide more guidance to Committees, not to micromanage but to support and ensure we stay on track

### **Decision**

Board members agreed that we should review the Strategic Plan at the next meeting.

## 9. By-Laws Update (Sonali)

**PROPOSED Amendment** - Article VI. Committees. Section 5. Dissolution of Committees.

The Executive Board may vote to dissolve a standing committee at the request of and/or in consultation with the committee chair and committee members, if the standing committee is no longer continuing core business, structural, or strategic functions of NASIG for which the standing committee was initially established, or another standing committee functionally fulfills its purpose.

### **By laws time-frame:**

- Written notification of the pending ballot to general membership - Monday, March 20.
- The written ballot would then need to be distributed 30 calendar days after that, which would be April 19.

## 10. **AOB**

- a. Courtney queried whether we should schedule an off cycle extra meeting as the conference is getting closer? E.g. April and May. Anna advised that CPC will be at the conference location on April 13 for a site visit so if we can meet outside
  - i. Action item- **Willa will send email to MaryAnn on whether an extra meeting on April 19 4pm EST is feasible**
- b. Courtney and Moon updated the board on the E&I Panel for the upcoming conference.

President Dana adjourned the meeting at 4:30 pm