

RBMS Budget & Development Committee
ALA Annual Meeting Chicago
Saturday, July 11, 2009, 3:30-5:30 PM
Palmer Houser House, Clark 2

Minutes

Attendees

Members:

Elaine Smyth, LSU, esmyth@lsu.edu; Ethan Henderson, Kenyon College, hendersone@kenyon.edu; ; Margaret Nichols, Cornell University, mnr1@cornell.edu; Fernando Peña, Grolier Club, fpena@grolierclub.org; Lynne Thomas, Northern Illinois University, lmthomas@niu.edu; William Modrow, Florida State University, wmodrow@fsu.edu; Cherry Williams, Indiana University, chedwill@indiana.edu

Ex-Officio:

Mary Lacy, Library of Congress, mlac@loc.gov; Deborah J. Leslie, Folger Shakespeare Library, djleslie@folger.edu; Dr. Christian Yves Dupont, Aeon Program Director

Guests:

Ruth Hughes, Library Company of Philadelphia, hughes@librarycompany.org; John Overholt, Harvard, overholt@fas.harvard.edu; R. Arvid Nelsen, University of Minnesota, nels0307@umn.edu; Suzy Taraba, Wesleyan University, staraba@wesleyan.edu; Dan Slive, Bridwell Library, dslive@smu.edu; Erika Dowell, Indiana University, edowell@indiana.edu; E.C. Schroeder, Yale University, edwin.schroeder@yale.edu; Elizabeth Johnson, Indiana University, johnson1@indiana.edu; Mark Dimunation, Library of Congress, mdim@loc.gov

I. Welcome and introductions

- A. Committee Chair Elaine Smyth welcomed members and guests. Introductions were made.

II. Selection of recorder and finalization of agenda

- A. Cherry Williams volunteered to take minutes. No changes were made to the agenda.

III. Review and approval of Midwinter minutes

- A. The minutes from the committee's meeting at Midwinter Conference were approved.

IV. Leab Award fund report

- A. Elaine Smyth reported that Megan Griffin at ACRL had recently provided a report as of May, 2009 on the Leab Endowment, which is here entered into the minutes: The Leab endowment principal is \$24,199.46. From Sept. 1, 2008 - May 31, 2009, the endowment

earned \$1049.24 in interest and there is the \$500 donation from Katharine Kyes Leab. There are \$155.71 in bank charges, and your \$1,100.11 reimbursement request, which leaves a balance of \$293.42 in the spending account.

V. Preconference Reports

- A. Los Angeles, 2008: no report

- B. Charlottesville, 2009 (50th anniversary Preconference)

Overall budget: Tory has reported that there are still a couple of outstanding invoices to be paid, but expects the total net to be ~\$4000. One-half of all of the profit normally goes to the scholarship fund, though the Executive Committee may direct these funds to other purposes. The discussion turned to the roles of the section chair, preconference program chair, and local arrangements chair/committee vis-à-vis fund raising and the possibility of greater involvement of Budget & Development in that process. The preconference manual states that the section chair has that responsibility, but that can be hands-on or a matter of oversight. The idea was reiterated that Budget & Development can provide suggestions and expertise, and also continuity in the process.

One unusual feature of the 50th preconference was the RBMS keepsake publication. ACRL was tremendously supportive, covering four-fifths of the cost (roughly \$4,000). Nelsen will ask Exec to acknowledge this extraordinary support more formally.

Use of technology. Thanks are due to Merrilee Proffitt, who facilitated equipment loan from OCLC/RLG Programs and took on the responsibility to record as many sessions as possible, using equipment loaned by OCLC. Adequate equipment is not expensive. Costs would depend on whether the hotel allowed use of our own equipment; the Omni did, so it was not a problem. Questions arose regarding how the devices physically interact and connect with some on-site AV systems and if there are issues with labor unions regarding who may install and operate the systems. It is anticipated that we will need at least 3 digital audio recording devices at a cost of around \$200-300 each; they are approximately the size of a deck of cards. Perhaps revenue from the preconference could be used to purchase machines for future use? Traditionally the monies have all been used for scholarships, but Exec, with the approval of ACRL, can make those funds available for other uses.

Discussion then focused on what would happen to the recordings subsequently: who would edit, archive, and distribute them? Publications Committee? Some questions regarding long term storage were raised. At present ALA will not store electronic files. Mary Lacy raised the question of approaching other institutions to archive the tapes in a manner similar to our other archival storage processes (e.g. the Leab Award catalogs). Dan Slive suggested we explore additional options with ALA. Going forward it is anticipated that all plenary sessions, short papers and one seminar will be taped and put up on the RBMS Website.

Other questions and issues were discussed: Can we afford to purchase audio and video machines? Who will assume the task of editing the tapes? Long term storage and serving the files? Who will supervise and coordinate the use of the files? May be or become dependent upon the comfort of an individual member with technology. Perhaps the Publications Committee will handle these functions? Or a "local AV czar" will be identified for each conference?

Discussion moved on to include recording workshops to help compensate for loss of travel monies for individuals; exploring alternative ways to deliver the workshop content including holding local or area workshops similar to SAA. Could we sell the recorded content as SAA does? It is possible to set up a mechanism for charging through ACRL. Some questioned charging for recordings if their use would be asynchronous. If we charged, what would monies be spent on and how? Others expressed concerns regarding conference attendance if everything is available on audio. Several member voiced opposition to giving content away for free. Suzy Taraba noted that ACRL is increasing the number of the Webinars they are presenting and suggests that would be a good format for RBMS also.

C. Philadelphia, 2010

The conference is on budget; there will be expanded space for the bookseller's showcase—up to 36 booths and PASCAL has agreed to donate \$13,000 for events to be held at the Union League. Penn has agreed to donate \$5000.

D. Baton Rouge, 2011

No formal report. Deborah Leslie notes the Vice-chair elect will soon select a preconference program chair. Elaine Smyth noted that LSU had made an initial offer of funding support. What funding will be available is contingent on performance of endowed funds.

VI. Scholarship fundraising reports

- A. Charlottesville, 2009. The 50 for 50 campaign was successful and the goal for this year was met: \$3750 + \$7500. This year there were 40-50 Preconference scholarship applicants and a total of 21 scholarships were given out.
- B. 2010 Preconference. A higher goal has been set: \$5000 to get \$10,000. ACRL will match whatever we raise. RBMS has asked for a regular check box for a donation to the RBMS Scholarship fund on the ACRL membership form. That includes the possibility of making a donation in honor or memory of a particular individual or organization.

VII. New business

- A. Proposal from the Diversity Committee. The committee has requested \$770 in travel monies to allow unnamed members of RBMS to visit underrepresented communities. This would include money to allow members to stay an extra night for site visits while in conference cities. They are targeting ALA Midwinter for this coming year because schools are in session; also targeting members of cultural heritage professions. The committee requests that Exec include this in its annual request to ACRL for funds to support the strategic plan to ACRL, which can include multiple initiatives. After discussion, the committee agreed to forward this request to Exec with a positive recommendation for funding. Funds from the section budget could also be used. Diversity will be asked for a more detailed budget.
- B. Future Preconferences and Web 2.0. This was largely covered in earlier discussion of the 2009 preconference and use of technology. On further discussion, the committee consensus was to make a recommendation to Exec to provide funding for acquiring some equipment to facilitate recording programming or workshops.

- C. Role of RBMS Budget & Development Committee in fundraising for preconference. Budget & Development has an intentional advisory role re: fundraising for the Section chairs. Deborah Leslie commented that it would be helpful to have a “Fundraising Toolkit for Chairs.” Materials could be added to the preconference manual, such as a suggested time line, samples of letters, and suggestions for vendors or organizations to approach for funding. Developing explicit guidelines delineating the responsibilities of the Section chair vs. those of the local arrangements committee would be counterproductive, since roles change from preconference to preconference. The chair has overall responsibility but should enlist help from all quarters. Mark Dimunation commented on the ever-increasing costs of the preconference, which has resulted in raising the amount the chair needs to raise from around \$12,000-\$15,000 to at least \$30,000. The committee questions whether we can continue to treat ourselves so luxuriously.

The discussion moved on to the possibility of adding scholarships to ALA meetings as some sections, such as RUSA and Spectrum do. There is an August 7th action plan deadline. If such a proposal goes forward, we will need to set up another scholarship subcommittee to administer the application process. Suggestions were made for funds for first time attendees at ALA and ALA Midwinter combined with a buddy system and/or internships on committees.

VIII. Summary: Recommendations to RBMS Executive Committee

- A. Budget & Development will make a recommendation to the Executive Committee that it consider using Section funds to support the Diversity Committee proposal for onsite pre or post conference visits to underrepresented communities beginning with ALA Midwinter 2010, in Boston and including similar funding for 2011, if funds are available. Further, the Committee will also recommend including such funding for future Midwinters in the “action plan” submitted to ACRL. The committee will also recommend that Exec seek funding for scholarships to attend Midwinter, as well as funding to purchase digital audio and video equipment to facilitate Web 2.0 presentation of section programming and workshops in the future.

IX. Adjournment

The meeting was adjourned at 5:15 PM.

Respectfully submitted,

Cherry Williams, recorder