

RBMS Budget & Development Committee
ALA Midwinter Meeting, Boston, Mass.
Hyatt Regency Boston, Duxbury Room
Saturday, January 16, 2009, 1:30-3:30 pm

Minutes (Approved June 26,2010)

Attendees: Henry Raine, NYHS; Ruth Hughes, Library Co.; E.C. Schroeder, Yale; Elizabeth Johnson, Indiana; Sarah Fisher, Yale; Lynne Thomas, Northern Illinois; Mary Lacy, LC; Mark Dimunation, LC; Cynthia Becht, Loyola Marymount; Cherry Williams, Indiana; Deborah Leslie, Folger; Elaine Smyth, LSU (chair).

I. Introductions; announcements & review of agenda

Elaine Smyth welcomed committee members and guests with requisite introductions.

II. Appointment of recorder

E.C. Schroeder volunteered to take minutes.

III. Review and approval of 2009 Annual Conference minutes

The minutes for the 2009 Annual Conference were approved.

IV. Leab Award Fund report (Noble)

Richard Noble was not present so there was no report.

V. Preconference reports

a. Charlottesville, 2009 – Lacy/Nelsen/Dupont

Mary Lacy and Arvid Nelsen reported on the 2009 preconference. The 2009 Preconference had a profit of \$21,900, which is the highest ever for an RBMS preconference. There were 412 registrants, which was 4% more than 2008. There were \$37,119 in donations to support the conference. Once again the bookseller's showcase provided an important financial contribution, raising \$15,000 from 30 booksellers.

There was considerable discussion by the Committee as to why profits were so high and whether this was a good thing, since half the excess revenue goes to ACRL, which is already taking a percentage of the revenue to pay for the superb staff who work on the preconference. Among questions raised were: should the cost of registration be reduced; does the section need to be so aggressive towards soliciting donations; how can the organizers be provided with regular updates as to the state of the budget so that they are not cutting corners while huge excess revenues accumulate.

b. Philadelphia, 2010 – Leslie/Overholt/Hughes/Brashear

Hughes and Leslie report on funding issues for the 2010 preconference. To date \$18,500 has been raised from donors. This includes donations from Univ. of Pennsylvania, Atlas Systems, Kirtas, Bruce McKittrick, Temple University, the Rosenbach Museum & Library, Michael Brown Rare Books, the National Archives, and the College of Physicians. The Library Company of Philadelphia is sponsoring a workshop. In addition, the bookseller's showcase with 38 booksellers will contribute \$19,000.

The amount of money raised to date for the 2010 preconference led to further discussion regarding budgeting for the preconference. Issues raised included timeline and how setting the budget so far in advance limits flexibility as fundraising progresses; registration rates, and who should review

and approve the budget. D. Leslie raised the question of whether the RBMS Budget & Development Committee should review the preconference budget. In discussion it was proposed that the chairs of Conference Development and Budget & Finance Committees be asked to review preconference budgets before they are sent to the ACRL Board for approval. Committee members discussed whether the Conference Development Committee should revise the preconference manual with regards to the budget and its timeline, inserting language recommending that the cost of registration be reviewed in January after significant fundraising occurred.

Schroeder raised the issue that registration rates for the preconference increased again in 2010. Leslie and Hughes were not aware of this and were to check with ACRL to see if they could remain at the 2009 level. [Note: ACRL subsequently rejected this request.]

c. Baton Rouge, 2011 – Raine/Smith/Smyth

Smyth and Raine reported that a formal budget for the 2011 preconference was created by ACRL staff and approved by the ACRL Board. They are concerned that the number of registrants for the 2011 preconference will be lower than the last 3 years, due to the current economic environment and the location of the 2011 preconference. The issue of the numbers of registrants is also impacts the hotel contract. Raine and Smyth will review the proposed 2011 preconference budget in light of the Committee's discussions.

VI. Scholarship fundraising

Lacy reported that through its strategic planning grants, ACRL will match up to \$5000 in money raised for scholarships for the 2010 preconference at a rate of \$2 (ACRL) for every \$1 donated. Leslie said that she has issued an announcement on the RBMS listserve asking for scholarships donations. Also the checkbox on the 2010 registration form will be for the 2011 preconference. Lacy said that she received weekly updates from ACRL regarding the amount of donations received.

Lynne Thomas was nominated by Budget & Development to serve on the Preconference Scholarship Committee and has been appointed. Nominations for membership on the Scholarship Committee are made by Conference Development, Budget & Finance, Membership & Professional Development, and Diversity Committees. Nominees need not be current members of these committees with a preference for past members.

VII. Use of section budget

The Committee then discussed how to use the section budget, which overlapped with a discussion of what to do with the profit of \$10,800 from the 2009 preconference.

Smyth reported that in fiscal year 2008/2009 RBMS used its budget to purchase digital recorders for recording sessions at the 2009 preconference. In 2009/2010 Exec authorized use of up to \$1,000 to help fund outreach sessions by the Diversity Committee at the 2010 midwinter meeting. Participants raised the issue of whether RBMS should and could continue to fund outreach sessions by the Diversity Committee. The committee also discussed how the section's funds could support the virtualization of the preconference and RBMS committee meetings. The Committee recommended that RBMS should focus its funding on increasing the "virtualization" of the Preconference, look to ACRL and ALA to provide funding for the support of the "virtualization" of committee activities.

The Committee agreed to recommend to Exec that the Section divide its support in the coming year, by continuing to fund scholarships through a combination of donations and the profit from the 2009 preconference, while also providing funds for virtualization in order to support participation and continuing education for members who cannot attend meetings. After discussing specific amounts to recommend, the committee consensus was to leave that unspecified. Strong support for scholarships is still recommended. In addition to scholarships, excess revenue funds should be used to support the

development of digital content from the 2010 preconference. This could be through the payment of editing of the digital recordings or other digital initiatives. These would be developed in conjunction with ACRL, the RBMS web team, the 2010 Preconference Programming and Local Arrangements Committees.

VIII. Revenue sharing proposals to ACRL
See above.

IX. New business

a. Regional workshops. Cherry Williams is serving as the committee's liaison with the Regional Workshops Committee. B & D committee members recommended strong oversight on workshop budget development, since past workshops have not always stayed within budget, causing problems for the hosting institution or presenters.

X. Adjournment

Meeting adjourned at 3:30.