

RBMS Budget & Development Committee  
Sheraton New Orleans–Gallier A/B  
Saturday, June 25, 2011  
1:30 to 3:30 pm

## DRAFT MINUTES

Members attending: Elaine Smyth (chair), Nicole Bouché, Mark Greenberg, Mike Kelly (ex-officio), Mary Lacy, Margaret Nichols, Melissa Nykanen, Randy Olsen, Fernando Peña, Maggie Ragnow, Henry Raine (ex-officio), E.C. Schroeder, Cherry Williams

Members not present: Ethan Henderson, Athena Jackson, Helen McManus (intern)  
Visitors: Lynda Claassen, Gerald Cloud, Mark Dimunation, Erika Dowell, Eric Holzenberg, Elizabeth Johnson, Arvid Nelsen, Nina Schneider, Molly Schwartzburg

1. The meeting opened at 1:30 pm. Attendees introduced themselves; the agenda was approved, as were the minutes from the Midwinter 2011 meeting with minor changes.
2. **Leab fund:** Schwartzburg reported that as of May 2011 the principal is \$32,404.42. From Sept. 1 through May 31, 2011, interest was \$755.69, bank charges \$150.00, and reimbursements were \$188.74. The spending account balance is \$416.95. There have been no problems with the account.
3. **Preconference budget reports:**  
**Baton Rouge 2011:** Smyth reported that the 2011 Preconference in Baton Rouge had been budgeted to raise \$29,000, but they in fact raised \$53,000. Preliminary reports show excess revenue of about \$6,000 (does not include last-minute expenses). There were 302 registered attendees and 42 booksellers; the break-even point (if only \$29,000 was raised) would have been 301. Fundraising was done collaboratively. BSA contributed \$750, to co-sponsor a plenary with the Mercantile Library, which contributed \$1,500. BSA would like to be more involved in programming, which RBMS would welcome if it comes with a financial commitment of sponsorship (\$1,500 for a session), with their involvement being within usual section parameters for programming. The preconference website has information about sponsorship levels. Perhaps we should charge more for badgeholder sponsorship, because of its high visibility (current value is \$1500)? Some non-ABAA vendors would like to exhibit at the preconference, but it couldn't be with or opposite the booksellers' showcase. Could there be a 2012 technology showcase/petting zoo?  
**San Diego 2012:** the preliminary budget has been submitted. Conference hotel is the Westin, with \$169 room rate. Registration fees went up to \$280 for 2012. Timing of the booksellers' showcase was discussed. Should the booksellers' showcase be moved to Wednesday? Or Tuesday having locals come around 2-3 pm, and having showcase spill over to Wednesday? Could it be incorporated into the program? The San Diego hotel has two ballrooms, which may be unique in offering the possibility of moving to Wednesday. Should there be shorter receptions and restaurant night, and expand break times on Wednesday? We should be careful not to re-invent a successful formula.  
**Minneapolis 2013:** the budget will be set in the fall. Smyth suggested that chairs of

Budget & Development and Conference Development be copied on budget drafts, and that this be part of a normal routine in future.

4. **Scholarship funding:** Scholarships have been funded with RBMS's share of excess revenue from Preconferences. Funds may also be requested through an ACRL Board action form, or a Friends of ACRL proposal. For 2011, Exec allocated \$10,000 of the \$17,650 surplus; and \$2500 of fundraising was matched by \$5,000 from ACRL. There were 38 applicants and 20 scholarships awarded (5 full, plus partial and student scholarships). Should amounts on the registration checkbox soliciting donations be raised? Funds may be requested from ACRL: \$10,000 (no tied to fundraising match). The final amount of the preconference surplus isn't known till November, although we'll know better by August. Should we set a number of scholarships to be supported and a fundraising goal? B&D should provide a giving report and work with the chair to do fundraising appeal in the fall, and provide method of recognizing donors.
5. **Proposals for use of section budget and other funds:** the committee received a proposal from the Publications Committee to support a reprint of 5000 copies of "Your Old Books". ABAA will pay for 2500 copies. The brochure was last reprinted in April 2007, and the stock of 15,000 copies has been diminished. RBMS distributes about 1250 a year. Schroeder currently stores our stock and mails as needed. Starting next year, we should use section funds to mail these. The current balance for section budget of \$2100 is \$2069 (will drop, possibly to \$1800, after reimbursements). The latest quote on editing audiotapes from the preconference is \$500-600. YOB funds needed would be \$2900 for 5000 copies. ABAA would pay for half (\$1450). B&D recommends using up to \$1500 of the section budget for reprinting YOB, and in addition (if it can be done before this fiscal year ends, and funds available) pay up to \$500 for editing of preconference audio recordings for web presentation. (Next FY, reimbursement of distribution costs of YOB).

We should encourage other committees to think about projects that would use section funds, since the budget is increased and we don't want to return the money to ACRL if it can be used to benefit our section members. Possibilities: scholarships for regional workshops? Additional digital recorders? New members: bring in speakers; diversity toolkit visits?
4. **Regional workshops:** Williams reported that the spring workshop was filled, and there was positive feedback. Its location in conjunction with the California Antiquarian Bookfair contributed to its success. RBMS is requesting 10 scholarships for regional workshops from Friends of ACRL, and are awaiting their response. The two workshops for FY11 combined broke even (the Indiana workshop fell short of breaking even).
5. **Other new business:** Raine congratulated Smyth on her tenure as chair; Schroeder will serve as incoming chair of the committee.

Mary Lacy, recorder