

RBMS Budget & Development Committee
ALA Midwinter Conference, San Diego
Saturday, Jan. 8, 2011, 1:30-3:00 p.m.

MINUTES

Members present: Nicole Bouché, Mark Greenberg, Mike Kelly, Mary Lacy, Deborah Leslie, Margaret Nichols, Melissa Nykanen, Fernando Peña, Marguerite Ragnow, Henry Raine, E.C. Schroeder, Elaine Smyth (Chair), Cherry Williams

Visitors: Lynda Claassen, Erika Dowell, Sarah Fisher, Eric Holzenberg, Ruth Hughes, Nina Schneider, Steven Smith

The meeting was called to order as scheduled at 1:30 p.m. Elaine Smyth, Committee Chair, asked those in attendance to introduce themselves. The agenda for the meeting was reviewed, and no changes or additions were made.

Appointment of Recorder

J. Fernando Peña volunteered to serve as recorder.

Approval of 2010 Annual Meeting Minutes

Minutes of the June 26, 2010 meeting at the ALA Annual Conference in Washington, D.C. were unanimously approved.

Leab Award Fund Report

Smyth reported that the fund is doing okay, and she will provide the latest report from Megan Griffin, ACRL Program Coordinator, to attach to these minutes.

Preconference Budget Reports

- **2010 Preconference (Philadelphia):** Smyth presented the report on behalf of preconference chairs. The preconference brought in revenues totaling \$178,692, and total expenses were \$143,371. As always, the excess revenue of \$35,321 will be divided between ACRL and RBMS, giving RBMS a total of \$17,650 available in 2011-2012 for scholarships, preconferences, etc. Smyth asked the Committee for recommendations on how to use this \$17,650 in surplus revenue.

- **2011 Preconference (Baton Rouge):** Raine said that according to the budget, RBMS will need to raise \$29,000 for the 2011 Preconference, and an additional \$7,000 if there is to be a picnic dinner on Thursday night, for a total of \$36,000. Of this amount, it is expected that \$17,000 will be raised through the booksellers' showcase. ABAA has pledged another \$3,000 for the opening reception, and Texas A & M has pledged \$2,500, leaving \$13,500 to be raised. Smyth expressed fears that her host institution, Louisiana State University, may not be able to fulfill all of its financial commitments due to current budgetary problems.

Raine reported that the ABAA has already sent out a letter to its members regarding the booksellers' showcase, publicity opportunities, and making donations

to RBMS beyond what will be raised through the showcase. After January 15, Raine will have a better idea of ABAA's exact financial contribution. Smyth will also be in a better position to assess her library's financial commitment to the preconference.

- **2012 Preconference (San Diego):** Mike Kelly reported that Tory Ondrila of ACRL has recently given him budget estimates for the 2012 preconference. This budget is based on 355 attendees paying a regular registration rate of \$280. Over the last couple of days, Kelly and preconference planners made several site visits to local hotels, and they were especially impressed with the Westin San Diego for its inexpensive rooms, free conference space, etc. The ABAA, as usual, will donate \$3,000 for the opening reception. The University of California-San Diego and San Diego State University have also offered to contribute towards the preconference, but these commitments remain uncertain due to current state budget problems.

A long discussion ensued regarding the \$280 registration fee for the 2012 preconference used in ACRL budget estimates. Many would like to keep the registration fee at \$255 and are dismayed that it continues to go up at every preconference. Kelly and others clarified that the registration fee is set according to anticipated costs, conference registration numbers, expected fundraising and contributions, etc. There was additional discussion about the budgetary process at ACRL and the extent to which this committee can tweak the ACRL-set budget.

Scholarship Funding

Raine reminded the Committee that funding for this year's preconference scholarships will be made up of surplus revenue generated from the previous year's preconference, plus money secured by RBMS from the ACRL Action Plan, which requires a 50% match through other sources such as the preconference registration check box and Friends of ACRL. Currently, RBMS has \$17,650 available in surplus revenue from the 2010 preconference and \$5,000 from the ACRL Action Plan, which will need to be matched by \$2,500. Smyth and others would like to see at least \$15,000 from all sources available for preconference scholarships.

Raine will find out from Ondrila at ACRL how much money has already been raised through Friends of ACRL and from the 2010 preconference registration check box; all this money will be available for 2011 preconference scholarships. Smyth is unsure how much time is available to secure matching funds, but Ondrila at ACRL will need to know before the end of the month how much of the \$17,650 in surplus revenue will be allocated toward preconference scholarships and other purposes (e.g., the 2011 preconference budget).

Proposals for Use of Section Budget and Other Funds

Smyth reminded the Committee that RBMS has \$2,195 in section budget funds available and asked for suggestions on how to use it. James Ascher alerted her that the Publications Committee is discussing making a proposal for reprinting "Your Old Books," but as they are meeting at the same time, no proposal has yet been received. Proposals for editing audio recordings of 2010 preconference sessions have not been received. Some Committee members wondered whether these anticipated preconference expenses (e.g., editing audio recordings) should be built into the conference budget.

As an aside, Raine reported that it was announced at the ACRL Communities of Practice Assembly that ACRL sections can raise funds in the following ways: through specific proposals to the ACRL Board using the Board Action Form; from the Friends of ACRL; and through grant applications to outside funding agencies, as was done for the 2006 preconference (IMLS) and more recently to fund the digital scanning and online posting of vols. 1-12 of *RBML* (Delmas). 2011 was the final year of funding through the ACRL Action Plan proposal process, which has now been discontinued.

Mark Greenberg suggested that RBMS use its annual section budget on a single and recurring need, rather than entertaining different proposals every year. Smyth thinks we need to do both: some section budget funds should be allocated for recurring expenses, and some should be set aside for unplanned expenses that arise unexpectedly during the year.

Regional Workshops Update

Cherry Williams of the RBMS Regional Workshops Committee reported that her committee would like RBMS to consider funding scholarships to help students pay for workshop registration fees. Smyth suggested that the Regional Workshops Committee make a formal proposal to the Executive Committee to allocate some money from the 2010 surplus revenue or from FY2011 Basic Services funds for this purpose. Raine also suggested that the Regional Workshops Committee appeal directly to the ACRL Board for such funds.

Adjournment

The Committee adjourned at 2:50 p.m.

Respectfully submitted,

J. Fernando Peña

Appendix: Leab Endowment Report

The Leab endowment principal is \$30,364.91.

From Sept. 1, 2010 – December 31, 2010, the endowment earned \$450.43 in interest.

There were \$45.30 in bank charges, which leaves a balance of \$405.13 in the spending account.

For additional information, contact:

Megan Griffin, ACRL Program Coordinator