Executive Board (minutes, agendas, annual reports)
   Executive Board Meeting, January, 1990
   Executive Board Meeting, June 1990
   Executive Board Meeting, November 1990
   Executive Board Meeting, January 1991
   Executive Board Meeting, June 1991
   Executive Board Meeting – November, 1991
   Executive Board Meeting, June 1992
   Executive Board Meeting, November 1992
   Executive Board Meeting, January 1993
   Executive Board Meeting, June 1993
   Executive Board Meeting, November 1993
   Executive Board Meeting, February, 1994
   Executive Board Meeting, May 1994
   Executive Board Meeting, Nov. 1994
   Executive Board Meeting-Feb. 1995, Minutes
   Executive Board-Feb. 1995, Extra Packet
   Executive Board Meeting Minutes, May 1995
   Executive Board Meeting Minutes, October 1995
   Executive Board Meeting, 1996
   Executive Board Meeting, 1997
   Executive Board Meeting Minutes, 1998
   Executive Board Meeting 1999/2000
   Executive Board Meeting, January 2001
   Executive Board Meeting, May 2001
   Executive Board Meeting, October 2001
   Executive Board Meeting, Jan. 2002
   Executive Board Meeting, June 2002
   Executive Board Meeting, Oct. 18-19 2002
   Executive Board Meeting, Jan 23, 2003
   Executive Board Meeting, June 2003
   Executive Board 1995, Strategic Plan and Task Force
   Executive Board, Strategic Planning, 2000
   Executive Board, Strategic Plan 2003
   Liaisons, 1995-1996
   Manual (Incomplete), n.d.
   Membership Surveys, 1987, 1992
NASIG Annual Reports, 1995/96
NASIG Calendar 1994-1997
DRAFT NASIG President’s Manual [1998]
NASIG Publicist Procedures 2003

Legal/Fiscal/Financial Records
    Budget Forms (Comm.)-1995
    Budget and Budget Information, 1988-1992
    Employer Identification Number, 1988
    Letter, dated May 20, 1993, from IRS to Tina Feick, stating 501(c)(3) status still in effect.
    Treasurer’s Report, 1997-2000, 2002

Committee/Task Forces (annual reports, internal correspondence)
    Archive Retention Policy
    Archives
    Bilingual Focus Group Final Report 2001
    Committees, 1988-1994
    Committee Rosters, 1995
    Committees, 1996
    Committee Rosters, 2000
    Committee Guidelines, 1998
    Conference Evaluations Task Force, 1994-95
    Continuing Education Committee, 1995-1996
    Continuing Education Committee, 1998-1999
    Database & Directory Committee, 1996
    E-Mail Task Force, 1991
    Electronic Archive
    Electronic Communications Committee, 1991-1994
    Electronic Communications Committee, 1995, 1996
    Evaluation and Assessment Committee Annual Report, 2000-2001
    Horizon Award, 1998
    Job Connections, 1987-1990, n.d. Study Committee
    NASIG Committee Chair Orientation, 1999, 2000, 2001, 2002
Committees and Task Forces Continued

Nominations Committee Guidelines, n.d.
Nominations and Elections Committee, 1996/1997
Nominations and Elections Committee, 2000-2001
Nominations and Elections Committee, 2002-2003
Publications Committee, 1988-
Regional Councils, 1988-1989
Self-Publishing Task Force, 1992
Tenth Anniversary Task Force, 1995
Vision Statement Task Force, 1993

Conferences (conference proceedings, handouts, site selection, evaluations, and photographs)

Conference, Inaugural, 1986
Conference, Inaugural, 1986, Evaluations
Conference, 2nd, 1987
Conference, 2nd, 1987, Evaluations
Conference, 2nd, 1987, Local Arrangements Committee
Conference, 3rd, 1988
Conference, 3rd, 1988, Evaluations
Conference, 3rd, 1988, Local Arrangements Committee
Conference, 4th, 1989
Conference, 4th, 1989, Evaluations
Conference, 4th, 1989, Local Arrangements Committee
Conference, 5th, 1990
Conference, 5th, 1990, Evaluations
Conference, 5th, 1990, Local Arrangements Committee
Conference, 6th, 1991
Conference, 6th, 1991, Evaluations
Conference, 6th, 1991, Local Arrangements Committee
Conference, 7th, 1992
Conference, 7th, 1992, Evaluations
Conference, 7th, 1992, Local Arrangements Committee
Conference, 8th, 1993
Conference, 8th, 1993, Evaluations
Conference, 8th, 1993, Local Arrangements Committee
Conference, 9th, 1994
Conference, 9th, 1994, Evaluations
Conferences Continued

Conference, 10th, 1995
Conference, 10th, 1995, Pre-Conference Handouts
Conference, 10th, 1995, Evaluations
Conference, 10th, 1995, Evaluations, cont.
Conference, 11th, 1996
Conference, 11th, 1996, Evaluations
Conference, 11th, 1996, Handout Packet
Conference, 12th, 1997
Conference, 12th, 1997, Evaluations
Conference, 13th, 1998
Conference, 13th, 1998, Conference Services
Conference, 13th, 1998, Evaluations

Box 3

Conferences Continued

Conference, 14th, 1999
Conference, 14th, 1999, Evaluations
Conference, 15th, 2000, Evaluations
Conference, 16th, 2001
Conference, 16th, 2001, Handouts Packet
Conference, 16th, 2001, Evaluations
Conference, 17th, 2002
Conference, 17th, 2002, Evaluations
Conference, 18th, 2003
Conference, 18th, 2003, Handouts
Conference, 18th, 2003, Handouts, cont.
Conference, 18th, 2003, Evaluations
Conference Planning Committee, 1996
Conference, Photographs (15th-21st)

Conference, 15th, 2000, San Diego: Making Waves. (Description: Bag, canvas, natural. Logo in dark blue; blue handles. 12”h x 4” w x 3” d. Bottom gusset. 10½” handle drop. NASIG water bottle, plastic, dark blue with printing in white. 8”h x 3½” w. Black top. NASIG baseball cap. Cotton. White with blue bill. Logo stitched in blue against a stitched gold map. Blue button on top. Blue grommets in back for air).

Conference, 16th, 2001, San Antonio, TX: A Serials Odyssey. (Description: Bag, canvas, natural, dark blue lettering against green map; blue handles 12”h x 14½”w x 3¼”d. Bottom gusset. 10” handle drop).
Conference, 18th, 2003, Portland, OR : Serials in the Park. (Description: Bag, canvas, natural, green logo outlined in blue; white handles. 12 ½”h x 13”w x 3 ¾”d. Bottom gusset. 10” handle drop).

Conference, 19th, 2004, Milwaukee, WI : Growth, Creativity and Collaboration: Great Visions on a Great Lake. (Description: Bag, canvas, natural color, with blue handles. Conference logo in blue, yellow, and white on blue background. 13”h x 16” w x 3” d. Bottom gusset. 10” handle drop).

Conference, 19th, 2004, Milwaukee, WI : Growth, Creativity and Collaboration: Great Visions on a Great Lake. (Description: Painting, acrylic on canvas, 16”h x 12”w. Signed S. L. Wiles. Artist: Sandra Lorraine Wiles, University of Illinois. Sandra, winner of the Fritz Schwartz Serials Education Scholarship, was so moved by the opening night activities that she returned to her hotel room and expressed her feelings in this painting. She is holding the conference program. Under her hand are her tickets from Egyptian display at the Milwaukee Museum, the site of the reception. A portion of her name badge is displayed. The pen is imprinted “Hilton,” the official conference hotel. This was presented to Anne McKee, NASIG President, and the entire organization at the final session on Sunday. Painting returned to the artist in 2010. Photo 1: full-front Photo 2: left edge & bottom Photo 3: right edge).

Conference, 20th, 2005, Minneapolis, MN : Roaring into our 20’s. (Description: Bag [tyvek?]. Black with white top, red lettering, “NASIG 2005” in black lettering on black background; zippered, black handles. 13”h x 18”w x 3”d. 7 ½” handle drop).

Conference, 20th, 2005, Minneapolis, MN : Roaring into our 20’s. (Description: Cheerios box, 4”x3”x1 ½”. Attached label reads, “Happy 20th Anniversary to NASIG Serialists from the Twin Cities Cerealist, General Mills. Cheerios® to literacy!!”).

Conference, 21st, 2006, Denver, CO : Mile High Views : Surveying the Serials Vista. (Description: Bag, canvas. White with blue lettering; blue handles. 12 ¾”h x 14 ½”w x 3”d. Bottom gusset. 10” handle drop).

Conference, 21st, 2006, Denver, CO : Mile High Views : Surveying the Serials Vista. (Description: Tee shirt, 99% “heavy weight” cotton, 1% polyester. Gray; conference logo on right front, blue lettering on white background).

Site Selection
Site Selection Committee, 1992-1993
Site Selection Committee, 1994-1996
Site Selection Committee, 1997
Site Selection Committee, 2001-2002

Correspondence (John Riddick, Tina Feick, Roger Presley, Mary Elizabeth Clack, Ann Okerson, Teresa Malinowski, Cindy Hepfer, October Ivins, Julia Gammon, Beverley Geer, Susan Davis, Steven Oberg, Dan Tonkery, Connie Foster, Maggie Rioux, Eleanor Cook)
Correspondence, 1984
Correspondence, 1985
Correspondence, 1986
Correspondence, 1987

Box 4

Correspondence Continued
Correspondence, 1988
Correspondence, 1989
Correspondence, 1990
Correspondence, 1991
Correspondence, 1992
Correspondence, 1993
Correspondence, 1994-1995
Correspondence, 1997
Correspondence, 2001-2002 (Maggie Rioux, Connie Foster)
Correspondence, 2002-2003 (Cook) includes NASIG/Haworth Bid/Letter of Agreement, 11/02
Membership Directory, 1989/90
Membership Directory, 1990
Membership Directory, 1992
Membership Directory, 1993
Membership Directory, 1994
Membership Directory, 1995
Membership Directory, 1996
Membership Directory, 1997
Membership Directory, 1998
Membership Directory, 1999
Membership Directory, 2000
Membership Directory, 2001
Membership Directory, 2002
Membership Directory, 2003
Membership Directory, 2004 (Note: 2004 was the final print directory).
NASIG Newsletter, 1986-1989
NASIG Newsletter, 1990-1992
NASIG Newsletter, 1993-1994
NASIG Newsletter, 1995
NASIG Newsletter, 1996
NASIG Newsletter, 1997
NASIG Newsletter, 1998
NASIG Newsletter, 1999
NASIG Newsletter, 2000
NASIG Newsletter, 2001
Box 5

Publications

Published Conference Proceedings

Proceedings, 1986: Serial Connections
Proceedings, 1987: The Serials Information Chain
Proceedings, 1988: Serial Information from Publisher to User
Proceedings, 1989: The Serials Partnership
Proceedings, 1990: The Future of Serials
Proceedings, 1992: If We Build It: Scholarly Communications and Networking Technologies
Proceedings, 1993: New Scholarship, New Serials
Proceedings, 1994: A Kaleidoscope of Choices: Reshaping Roles and Opportunities for Serialists
Proceedings, 1995: Serials to the Tenth Power: Tradition, Technology, and Transformation
Proceedings, 1996: Pioneering New Serials Frontiers: From Petroglyphs to Cyberserials
Proceedings, 1997: Experimentation and Collaboration: Creating Serials for a New Millennium
Proceedings, 1998: Head in the Clouds, Feed on the Ground
Proceedings, 1999: From Carnegie to Internet 2: Forging the Serials Future
Proceedings, 2001: A Serials Odyssey
Proceedings, 2002: Transforming Serials: The Revolution Continues

Box 6

Publications (Continued)

Newsletters

NASIG Newsletter, 2002
NASIG Newsletter, 2003

Proceedings

Proceedings, 1994-1996
Proceedings, Editor Applications, 1993
Proceedings, Editor Applications, 1996
Proceedings, Editor Handbook, 1996
Proceedings, Editor Selection 1997
Box 7:

Committees/Task Forces/Focus Groups

- Background/History
  - Surveys 1984

- Committees/Task Forces/Focus Groups
  - Committee Descriptions, Members, Liaisons, 1998-2000
  - Task Force & Ad Hoc Groups Descriptions & Members, 2005-06
  - Archives, 2004-07
  - Award & Recognition, 2004-05
  - Bilingual Focus Group, May 2001
  - Bylaws, 2003-05
  - Database & Directory, 2005
  - Electronic Communications, 2005
  - Conference Evaluation Review Task Force, 2005
  - Conference Planning Committee, Manual, 2005
  - Continuing Education, 2002-04
  - Evaluation & Assessment, 2003-05
  - Membership Development, 2004-06
  - Newsletter, 1998; 2004-05
  - Nominations & Elections, 2005
  - Online Registration Team, 2005
  - Mentoring Task Force, 2004-05
  - Proceedings, 2004-05
  - Professional Liaisons, 2005
  - Programming Planning, 2003 Program Redesign
  - Publications, 2005
  - Publicist, 2005
  - Site Selection, 2005
  - Strategic Planning Task Force, Member Survey Report, 2002

Conferences, 2004-2006

- Registration Postcard, Annual Conference, 2004
- Conference Logo Contract, 2006
- NASIG Notes from Town Hall Meetings, 2004-05
- 19th Annual Conference Evaluation, June, 2004
- 20th Anniversary Task Force, 2005
- History Task Force Charge, (undated)
- NASIG History, 20th Anniversary, 2005
20th Annual Conference Evaluation, October, 2005
Conference Packet, 2005
Conference Packet, 2006
Session Handouts, 2006

NASIG Executive Board
Elections, 1998; 2000-01

Meetings
October, 2003
January, 2004
June, 2004
October, 2004
January, 2005
Conference Call, March 2005
May, 2005
October, 2005
January, 2006

NASIG Fiscal/Financial Records
Financial Plan, 2005
Treasurer’s Report, May 2005

NASIG Website Documents, 2004
NASIGNET Website Documents, 1994-2005

Publications
Membership Directories, 2004-05 [2 folders]
NASIG Newsletter, 2004-07 [13 folders]

Box 8:

Celebrating 25 Years of Service: NASIG Hall of Presidents Poster, 25th Anniversary Conference, Palm Springs, CA, 2010
(stored with oversize material in map case 3, AR6: Room 106 F, ARC)

Box 9: RESTRICTED

Nominations and Elections Committee, 1985-1989

Box 10:
Committees, Task Force

NASIG Committee Chairs Orientation Manual, 1st draft, prepared by Joyce Tenney and Steve Savage, May 2005
Committee appointments, 2008
Publicity guidelines for NASIG committees, October 6, 2009
Email correspondence from Carol Ann Borchert to committee chairs, October 08, 2009

25th Anniversary Task Force

Email message: NASIG 25th Anniversary Task Force—we need your help! Call for volunteers, February 17, 2010
NASIGWeb announcement, call for volunteers, March 17, 2010
25th Anniversary Task Force Plans, reprinted from Newsletter, December, 2009
Action items & minutes, conference call, March 4, 2010
Print commemorative pamphlet with gala dinner program, draft (undated)
25th Anniversary documents, compiled by Sheryl Williams

Annual conferences
Applicants & award numbers
Award winners
Board rosters
Budget history, compiled by Peter Whiting, treasurer
Committees, 2005/06
Committees, 2006/07
Committees, 2007/08
Committees, 2007/09
Committees, 2009/10
Proceedings editors
Task Forces
Chronology, 2005-2010
Carrying on at the speed of the Internet: NASIG issues and trends
NASIG vision & planning

Conferences (minutes, contracts, images)

Conference, 22nd, Galt House Hotel, Louisville, KY, 2007
Brainstorming Session, notes, Conference, 22nd, June 2, 2007
Contracts
Galt House Hotel & Suites
Cruise agreement, Belle of Louisville
The Frazier International History Museum
Triangle Talent, Inc., artist engagement (band)
Registration packet
NASIG Online Store: Café Press, web print-out of merchandise
Announcement of conference evaluation drawing
Images of attendee gifts (1. Conference bag, canvas. Black with blue pocketed insert; black handles. Zipper top. 14”h x 16 ½”w x 4”d. 11”
handle drop. 2. Lanyard, cotton, with metal clasp and jump ring. 20” length. Imprinted “Louisville Looavul Luhvul Loueville Looavill.”
Donated by the Louisville Visitor’s Bureau.)

Conference, 22nd, Business Meeting, minutes, June 1, 2007
Conference, 23rd, June 3-5, 2008, Tapatio Cliffs Resort, Phoenix, AZ
Registration information [printed from NASIG web site]
Program [printed from NASIG web site]
Events [printed from NASIG web site]
Hotel information [printed from NASIG web site]
Café Press marketplace, NASIG souvenirs

Conference, 24th, June 3-7, 2009, Marriott Renaissance Hotel, Asheville, NC
Business Meeting, June 6, 2009
Agenda
Minutes
Registration [reprinted from NASIG Web site]
Program [reprinted from NASIG Web site]

Contracts, 2009 Proceedings, Transfer of copyright agreement
Introduction, signed by Allyson A. Zellner
Introduction, signed by Lori J. Terrill
Navigating your way through the ejournal rapids, signed by Beth Holley
SCCTP electronic serials cataloging, signed by Jan Mayo
Basics of e-resources licensing, signed by Jane M. Bethel
Ambient findability: libraries, serials, and the internet of things, signed by Paula Sullenger
Measuring the value of the academic library: return on investment & other value measures, signed by Carol Tenopir

Vision session: What color is your paratext? signed by Andree J. Rathemacher
Collaborative tagging: tradional cataloging meets the wisdom of crowds, signed by Scott McFadden, Jema Venker Weidenbenner [both on one page]
Open-source electronic resource management system: a collaborative implementation, signed by Donald Taylor, Frances Dodd
Open source electronic resource management system: a collaborative implementation, signed by James Murphy
Enduring perpetual access to online subscriptions, signed by Kenneth DiFiore
Conference Strategy Session A3: Ensuring perpetual access to online subscriptions, signed by Nancy J. Gibbs
Ensuring perpetual access to online subscriptions, signed by Selden Durgom Lamoureaux
Ensuring perpetual access to online subscriptions, signed by Judy Luther
Ensuring perpetual access to online subscriptions, signed by Victoria Reich
Ensuring perpetual access to online subscriptions, signed by Heather
Ruland Staines  
Ensuring perpetual access to online subscriptions, signed by Kim Steinle  
Onix for publication licenses: getting a grip on license information, signed by Todd A. Carpenter  

Playing the field: Pay-per-view e-journals and e-books, signed by Katy Ginanni  
Playing the field: Pay-per-view e-journals and e-books, signed by Benjamin Heet  
Playing the field: Pay-per-view e-journals and e-books, signed by Lindsey Schell  

Usage of open access journals: findings from top 11 science & medical journals, signed by Jayati Chaudhuri  
Usage of open access journals: findings from top 11 science & medical journals, signed by Mariyam Thohira  

ERMS integration strategies: opportunity, challenge, or promise? signed by Deberah England  
Piloting an e-journals preservation registry service (PEPRS), signed by Peter Burnhill  
Informing licensing stakeholders, signed by Clinton K. Chamberlain  
[Informing] Licensing shareholders, signed by Vida Damijanaitis  
Informing licensing stakeholders, signed by Selden Durgom Lamoureaux  
Informing licensing stakeholders, signed by Brett Rubinstein  
Informing licensing stakeholders, signed by Lisa Sibert  
Informing licensing stakeholders, signed by Micheline Westfall  

From federated search to the universal search solution, signed by Roberta F. Woods  
The Chicago collaborative, signed by John Tagler  
The Chicago collaborative, signed by Patricia L. Thibodeau  
Not just drifting: checking online serial issue availability, signed by Kitti Canapi  
Not just drifting: checking online serial issue availability, signed by Andrea Imre  
Open forum: the future of library systems, signed by Andree J. Rathemacher  
We deliver: overcoming microform collection access issues with electronic delivery, signed by Jean M Langendorfer  
Marketing the library in a digital world, signed by Pamela J. Cipkowski  
ER options for acquisitions: the good, the bad, and the ugly, signed by Susan Davis  
Improving our local electronic serials through standardization and migration to new platforms, signed by Kate B. Moore  
Moving mountains of cost data: standards for ILS to ERMS to vendors back, signed by Sharon Wyes Correrc  

Online serials access x-game: surviving a vendor change for online serials
access and thriving, signed by Linda A. Brown
Creating a local resources index/database, signed by Stephen Headley
Managing electronic resource statistics, signed by Marcella C. Lesher
Navigating a course for serials staffing into the new millennium, signed by Kelly Smith
KBART: improving access to electronic resources through better linking, signed by Kristina R. Womack
Registration ruminations: do your end users have access to everything you’ve paid for? signed by Sion Romaine
Creating core title lists for print subscription retention and storage/weeding, signed by Michael A. Arthur
Creating core title lists for print subscriptions, signed by Michael Hanson
Using a local ERMS to manage e-journals: can it get any better than this? signed by Elizabeth Appleton
NIH mandate one year on: how are libraries responding, signed by Lisa S. Blackwell

NASIG Regional UnConference, 1st, March 20, 2009
Report, Char Simser [reprinted from Newsletter]
Evaluation [reprinted from Newsletter]
Conference, 25th, June 3-6, 2010, Rancho Las Palmas, Palm Springs, CA
NASIGWeb announcements
Call for reporters
Café Press announcement
Registration now open
Preliminary registration
Call for conference proceedings recorders
Call for poster session proposals
Call for Informal discussion group or User group
Call for ideas for topics and volunteers for Discussion Groups and user groups
Conference update
Café Press store reminder, store selections
Registration reminder
Six-month registration reminder

“Celebrating 25 years” conference booklet (2 copies)
Table markers, Tables 1-40, illustrated with photos of conference sites (missing table #s 3-4,7,9,18,23,25-27,30,35)
Handouts (3):
NASIG Officers and Executive Board, 2010/2011
Conference Planning Committee
2010 NASIG Award Recipients
Conference, 25th, Contingency Planning Meeting, June 2, 2010
List of attendees
Conference, 25th, Business meeting, June 4, 2010
Agenda and Topic
Minutes
Conference, 25th, Organizational sponsorship forms [samples, all unsigned]
Tiers
Vendor Exposition form
General conference organizational sponsorship form
Conference, 25th, Evaluation
NASIGWeb reminder to complete evaluation
NASIGWeb announcement: unable to identify those who completed the evaluation survey
Free conference evaluation winner [reprinted from Newsletter, Sept. 2010]
Evaluation survey questions
2010 Conference Evaluation Report, submitted by 2010 Evaluation & Assessment Committee
Conference, 25th, Wrap-up, reprinted from Newsletter, Sept. 2010
Interview of Selden Durgom Lamoureux, by Lisa Kurt
Report on the 2010 NASIG Award Winners, by Chris Brady and Jessica Ireland
Conference reports:
Vision sessions
Strategy sessions
Tactics sessions
Conference financials
Conference expenses/25th anniversary, through July 31, 2010
Conference bill breakouts

Correspondence
Correspondence from Charlene Simser, President, 2007/2008:
To Allyson Zellner, November 14, 2007, appointment as co-editor for 2008 Proceedings
To Donnice Cochenour, September 18,, 2007, appointment as project manager for technology implementation
To Donnice Cochenour, June 8, 2008 thank you for efforts as project leader for Technology Implementation Team
To Denise Novak, June 1, 2008, thank you for serving as President
To Andrew Pulau Evans, November 11, 2007, thank you for feedback on contract for technology services
To Ms. Lee, undated, thank you for Wiley-Blackwell’s conference support in Phoenix, AZ
To Shoko, undated, thank you for Sage’s conference support in Phoenix, AZ
To Jenni Rankin, undated, thank you for Annual Review’s conference support in
Phoenix, AZ

To Denise de la Rosa, undated, thank you for Springer’s conference support in Phoenix, AZ

To Dan Tonkery, undated, thank you for EBSCO’s conference support in Phoenix, AZ

Memo of Understanding between NASIG and University of Illinois Archives, January 17, 2004

NASIG Newsletter, May 2007
NASIG Newsletter, Sept 2007
NASIG Newsletter, Dec 2007
NASIG Newsletter, March 2008
NASIG Newsletter, June 2008
NASIG Newsletter, Sept 2008
NASIG Newsletter, Dec 2008
NASIG Newsletter, March 2009
NASIG Newsletter, May 2009
NASIG Newsletter, Sept 2009

Election

Bylaws Committee Ballot and Tabulation report, 2007
Committee appointments, 2008
Election results, 2007
Election results, 2008
Election results, 2009 [reprinted from Newsletter]

NASIG/Haworth Bid and Letter of Agreement, signed by Bill Cohen, Publisher 5/2/08 and Charlene Simser, President 04/28/08.

Statement of Confidentiality, 2009
Survey Confidentiality Policy, approved December 10, 2008
Email correspondence from Anna Creech to Lori J. Terrill & Jia Mi, January 12, 2009, requesting distribution to “anyone with the SurveyMonkey login information”

Email correspondence from Anna Creech to Sheryl Williams, Jia Mi and Ann Fath, January 12, 2009, responding to how long documents are in effect
Email correspondence from Anna Creech to Sheryl Williams, Jia Mi and Ann Fath, adding approval dates to documents
Statement of confidentiality {sample, unsigned]
Statement of confidentiality, signed by Morag Boyd
Statement of confidentiality, signed by Erika Ripley

Board elections, 2010
Email announcement: slate of candidates, January 27, 2010
Email announcement, Call for petition candidates, February 2, 2010
Email announcement: reminder for petition candidates, February 10, 2010
NASIGWeb announcement: Candidate information, picture/profile/statement

Vice President/President-Elect
Michael Arthur
Selden Durgom Lamoureus
Steve Shadle
Member-at-Large
  Clint Chamberlain
  Maria Collins
  Deberah England
  Wen-Ying Lu
  Shana McDanold
  Buddy Pennington
  Sheryl Williams
  Jenni Wilson

Email announcement: reminder to vote, March 9, 2010
Email announcement: Important message regarding election [ArcStone
difficulties] from Rick Anderson, March 11, 2010
Email announcement: voting reopened, March 16, 2010
NASIGWeb announcement: voting reopened, March 29, 2010
Email announcement: explanation of problems and need for reopening voting,
  Beth Ashmore, March 11, 2010
Email announcement: Election results, April 1, 2010

Executive Board (minutes, agendas, reports, correspondence)
Executive Board Meeting, November 4, 2006, Galt House Hotel, Louisville, KY
Minutes
  2006/2007 Executive Board action items as of 10/06
  Treasurer’s report: Balance sheet as of 10/26/2006; Transaction reports;
  2006 Budget; Committee expenses; 2007 Proposed budget
  Technology Request For Proposal; PNASIG Technology RFP
  Conference Planning committee report; 2007 CPC budget
  Program Planning committee; conference schedule
  Conference evaluation summary (printed from Newsletter)
Committee reports:
  Archivist
  Awards & Recognition
  Bylaws
  Continuing Education
  Database & Directory
  Electronic Communications
  Evaluation & Assessment
  Financial Development—no report submitted
  Library School Outreach Task Force
  Membership Development
  Newsletter
  Nominations & Elections
  Proceedings
  Publications & Public Relations
Publicist
Site Selection
Executive Board Meeting, January 18, 2007, Seattle Public Library, Seattle, WA
Agenda; Transportation & meals information
Minutes
Board actions since October 2006
Board outstanding action items as of 1/07
Treasurer’s report—no report submitted
Technology Request for Proposal [not included]
Committee reports:
  Archives—no report
  Awards & Recognition [not included]
  Bylaws [not included]
  Program Planning, program; Online Registration report
  Conference Planning; Budget; Conference fees; Conference Budget
  Continuing Education
  Database & Directory
  Electronic Communications; draft welcome message
  Evaluation & Assessment
  Financial Development—no report
  Library School Outreach—no report
  Membership Development—no report
  Newsletter
  Nominations & Elections; draft procedure
  Proceedings
  Publications & PR
  Publicist
  Site Selection

Executive Board Meeting, Conference Call, April 4, 2007
Minutes

Executive Board Meeting, May 30, 2007, Galt House, Louisville, KY
Agenda; Meals information
Minutes
Board action items since January 2007
Board action items, May 2007
Board action items—revised 05/07
Treasurer’s report
Committee reports:
  Program Planning
  Conference Planning Budget; Conference summary
  Membership Development, annual report
  Archivist, annual report
  Awards & Recognition
  Bylaws, annual report; ballot
  Continuing Education, annual report
Database & Directory, annual report
Electronic Communications, annual report
Evaluation & Assessment
*Newsletter*, annual report
Nominations & Elections, annual report
Proceedings, annual report
Site selection, annual report
Technology RFP Task Force; Technology RFP; Technology Request for Proposals Scope of Work & Requirements
Notes from Board Wrap-up Session, June 3, 2007, Louisville, KY

Executive Board Conference Call, July 31, 2007
Minutes
May 2007 action items
Summary of comments from NASIG-L brainstorming

Executive Board Meeting, October 10-13, 2007, Tapatio Cliffs, Phoenix, AZ
Agenda
Minutes
Board actions, June-September 2007
Conference call action items, July 2007
Board action items, October 2007
Treasurer’s report
Technology RFP--no written report
Program Planning committee; Speakers agreement; Programming
Conference Planning committee; Budget

Committee reports:
Archivist; Policy & procedures manual, draft; UIU-C historical note
Awards & Recognition—no written report
Bylaws
Continuing Education—no report
Database & Directory
Electronic Communications
Evaluation & Assessment: 2007 conference evaluation
Library School Outreach; Ambassadors’ guidelines
Membership Development; annual report; institutional membership
Newsletter
Nominations & Elections
Proceedings
Publications/PR
Publicist
Site Selection
Translators Resource Team

Executive Board Meeting, January 10, 2008, Paley Library, Temple University, Philadelphia, PA
Agenda
Minutes
July 2007 Conference call action items
Board actions October 2007-December 2007
Board action item list October 2007
Treasurer’s report
Adopting a consent agenda: What is a ‘consent agenda’ and how will it make our meetings go faster?
Archivist
Continuing Education
Database & Directory
Electronic Communications
Evaluation & Assessment
Library School Outreach
Newsletter
Publications & Public Relations
Site Selection
Translators’ Resource Team—no report
Committee reports
Technology Implementation
Bylaws
Program Planning
Conference Planning; Budget; Basic tabs for registration page; logo choices
Organizational Sponsorships
Proceedings
Nominations & Elections
Membership Development
Awards & Recognition
NASIG 2007-2010 Strategic Directions
Administrative Support Task Force
Financial Advisory Committee
Executive Board Meeting, June 3-4, 2008, Phoenix, AZ
Agenda
2008/09 Officers and Executive Board
2008/09 Board (with contact information)
Minutes
Treasurer’s report [not included; reprinted from Newsletter, May, 2008]
Consent agenda:
Archivist; annual report, Budget report; UIU-C budget sheet
Awards & Recognition
Bylaws
Evaluation & Assessment [no written report attached]
Library School Outreach, annual report
Membership Development
Publications/Public Relations, annual report
Publicist
Translators Resource Team

Committee reports:
- Program Planning, annual report; Compensation & Reimbursement Policy
- Conference Planning—no written report
- Continuing Education
- Database & Directory, annual report
- Electronic Communications; Additional ArcStone work
- Newsletter, annual report
- Nominations & Elections, annual report

Strategic Directions Action Plan

Executive Board Meeting, September 16-17, 2008, Renaissance Hotel, Ashville, NC

Agenda
Minutes
- Program Planning; Travel Stipend Task Force final report
- Conference Planning; Amendment to Accommodations & Meeting Agreement, Crest Center & Pavilion general policies (unsigned)
- Secretary’s report
- Treasurer’s report—no written report; Balance sheet, Committee expenditures, Committee expenses, 2008 budget estimated/actual, 2009 estimated budget

Consent agenda:
- Archivist
- Bylaws
- Continuing Education Committee—no written report included
- Database & Directory—no written report included
- Evaluation & Assessment; 2008 conference evaluation report to the Board, Report on most popular themes & programs from 2007 & 2008 conferences
- Electronic Communications—no written report included
- Financial Development
- Library School Outreach
- Membership Development
- Mentoring—no written report included
- Publications/Public Relations—no written report included
- Translators Resource Team—no report

Committee reports:
- Awards & Recognition; Proposals to the Board for the creation of a needs-based award & revisions to the criteria used to evaluate applications for the Serials Specialist Award; The Merriman Award, proposal
- Proceedings
- Nominations & Elections; Time Table
- Administrative Task Force—no written report
- Site Selection—no written report presented

Executive Board Meeting, January 22, 2009, Denver, CO

Agenda
Confirmation for meeting room & food service, Sodexo Services, University of Denver (unsigned)

Minutes
Treasurer’s report; Balance sheet 01/14/09, Financial summary 2008,
Organizational sponsorship 2008, 2009 budget estimate
Consent agenda:
  Archivist
  Bylaws
  Continuing Education
  Database & Directory—no written report included
  Electronic Communications—no written report included
  Evaluation & Assessment
  Library School Outreach
  Newsletter
  Site Selection—no written report included
Committee reports:
  Administrative Support Task Force; Job description
  Awards & Recognition—no written report included
  Conference Proceedings; Proposal for new RFP for Proceedings & Idea of developing a “NASIG” managed journal
  Financial Development
  Membership Development—no written report included
  Conference Planning; Conference budget
  Program Planning—no written report included
  Mentoring
  Nominations & Elections—no written report included
  Publications/Public Relations
  25th Anniversary Task Force
  Translators’ Resource Team
Committee Chairs’ Leadership Development; Draft
Executive Board Meeting, June 3, 2009, Nova Restaurant, Asheville, NC
Agenda
Minutes
Executive Board Actions Jan-May 2009
Board actions, Feb-May 2009
Treasurer’s report; Balance sheet, Financial summary, 2009 Donations, 2009 budget overview and estimate
Consent agenda:
  Awards & Recognition
  [Bylaws]--not listed in minutes
  Continuing Education
  Electronic Communications
  Financial Development
  Library School Outreach annual report
  Proceedings annual report
Publications and Public Relations annual report
Translators Resource Team
Database & Directory

Committee reports:
Archivist annual report
Membership Development (revised)
Nominations & Elections
Program Planning; Annual report, Proposals
Newsletter, annual report
Site Selection
25th Anniversary Task Force—no written report included
Committee Size Discussion; list of committee members

Conference Planning

Executive Board Wrap-Up Notes, June 9, 200

Executive Board Conference Call, August 28, 2009
Agenda
Minutes

Executive Board Meeting, October 2, 2009, Rancho Las Palmas, Palm Springs, CA
Agenda
Minutes
Treasurer’s Report; Balance sheet; 2009 budget expenditures, Donations

Consent agenda:
Bylaws
Evaluation & Assessment; Report to the board, Newsletter evaluation,
correspondence between Carol Ann Borchert, Katy Ginanni, and
Sheryl Williams re: maintaining Board copy of evaluation and
Newsletter copy.

Financial Development
Library School Outreach
Mentoring
Newsletter
Proceedings
Proceedings Open Access Task Force
Site Selection

Committee reports:
Publications/Public Relations
Awards & Recognition; Proposal for the creation of John Merriman
award, Announcement, 2010 John Merriman Joint UKSG/NASIG
Award, Application, Reference questionnaire

Electronic Communications
Nominations & Elections
Organizational Sponsorships—no written report included
25th Anniversary Task Force
Database & Directory

Conference Planning; 2009 budget wrap-up, 2010 conference budget
Program Planning; 2009 conference wrap-up, 2009 program ratings, 2010 conference schedule, 2010 logo
Telecommunications Task Force; Vendor comparison
Membership Development; letter to enclose with brochure
Continuing Education

Executive Board conference call, December 7, 2009
Agenda
Minutes

Executive Board Meeting, January 14, 2010, MIT Dewey Library, Cambridge, MA
Agenda
Minutes
Treasurer’s report; Balance sheet, Corporate sponsorship report, Budget update
Consent agenda:
[Archivist]
Bylaws
Conference proceedings
Continuing Education
Database & Directory
Financial Development
Library School Outreach
Mentoring
Site Selection
Committee reports:
Conference Planning; Budget notes, 2010 conference budget
Program Planning; Organizational sponsor spreadsheet, Conference schedule, Program spreadsheet
25th Anniversary Task Force
Open Access Proceedings Task Force; Appendix 1: Comparison of open access publishers sampled
Telecommunications Task Force [titled “Conference Calling Task Force”]
Nominations & Elections—no written report included
Sponsorship update
Membership Development survey results
Newsletter
Awards & Recognition
Publications & Public Relations; Publicity guidelines
Electronic Communications; Project estimate from ArcStone
Archiving conference photos [titled “Photo Archiving”]

Executive Board conference call, May 12, 2010
Minutes

Executive Board Meeting, June 3, 2010, Rancho las Palmas Hotel, Palm Springs, CA
Agenda
Minutes
Board activity report, May 12, 2010-current
Actions items for May 2010 forward
Treasurer’s report; Balance sheet, Donations, Financial summary, 2010 conference financial report, including organizational sponsorship

Consent agenda:

25th Anniversary Task Force annual report
Archivist annual report
[Awards & Recognition annual report]
Bylaws
Conference Proceedings annual report
Continuing Education annual report
[Database & Directory; annual report [printed from September 2010 Newsletter]

Electronic Communications
[Financial Development; annual report [printed from September 2010 Newsletter]

Library School Outreach annual report
Membership Development
Newsletter, annual report
Nominations & Elections annual report
Publications & Public Relations annual report

Committee reports:

Conference Planning 2010 budget
Program Planning annual report
Site Selection annual report
CEC-PPR Proposal

Executive Board wrap-up notes, June 6, 2010

Legal/Fiscal/Financial Records

NASIG Service Agreements
Agreement between NASIG and Association Solutions, LLC, August 24, 2007, to

provide strategic planning consultation…scheduled for October 12, 2007

Subscriber Service Agreement between NASIG and ArcStone Information Services, LLC [Fax transmittal sheet from Lela Phommsouvanh to Char Simer attached; dated Oct. 26-2007 with pencil notation “signed agreement”; no signatures on document] [also photocopy of agreement faxed from ArcStone Technologies, Inc., Oct. 26, 2007; otherwise undated]

Memorandum of Agreement between Taylor & Frances, & NASIG, September 1, 2009 [unsigned]

NASIG Transfer of copyright agreement [unsigned, undated]

Association of Subscription Agents & Intermediaries-NASIG agreement, July 21, 2009

ArcStone conference website agreement, February 2010

Project estimate, February 11, 2010, ArcStone-NASIG, for conference web-site
NASIGWeb announcement to committee chairs, Febr 4, 2010, to request all questions or problems be routed to ArcStone through Buddy Pennington, in preparation for policy development

Bylaws changes, 2010

Email announcement, August 8, 2009, inviting discussion on proposed new membership category, Institutional Membership

NASIGWeb announcement: Proposed bylaws amendment, Length of voting period, October 26, 2009

NASIGWeb announcement: Proposed bylaws amendment, Creating category of Organizational memberships, January 4, 2010

NASIGWeb announcement, call for votes for amendment of Creating category of Organizational memberships, February 8, 2010

NASIGWeb announcement: final day for voting, February 18, 2010

Books

Serials Librarian, NASIG Proceedings

Place Your Bet Kentucky: The Serials Gamble, Part 1&2, NASIG 2007

Taking the Sting Out of Serials!, Volume 56, Numbers 1-4, January - June, 2009 (2 copies)