

**CARL Executive Board Meeting  
June 9, 2008  
CSULB Library  
Minutes**

**Present:** Tracey Mayfield, Amy Wallace, Kelly Janousek, Aline Soules, Les Kong, Vicki Rosen, Maryanne Mills, Melissa Browne, Judy Lee, Lynne Reasoner, Don Page

**Absent:** Wendy Diamond, Julie Shen, Celia Bakke, Fred Gertler, Ed Tinoco, Liz Ginno

**1. Welcome**

The meeting was called to order at 10:05 a.m. Welcome to Don Page, CARL's new legislative liaison!

**2. Approval of the agenda**

There were two amendments to the agenda:

1. Announcements were added as agenda item #4
2. Raising annual CARL dues was added to agenda item #10 Elections

Motion to approve the agenda as amended. Seconded. Approved.

**3. Approval of the minutes of March 10, 2008**

There was a question about Appendix 1: Action Item #1: *'Update the job duties for the Membership Director, Secretary, and Campus Liaison Coordinators to include responsibility for writing thank you letters for scholarship donations.'* Who is responsible for updating the job duties? Currently, Kelly is writing and sending all the thank you letters. She issues the letters around tax time, June 30<sup>th</sup> and December 31<sup>st</sup>.

Discussion Points:

- Could the Scholarship Committee issue letters instead? The Scholarship Committee is not a standing committee; it changes every year.
- A letter template could be placed on the CARL wiki to facilitate the process.
- What about appointing a correspondence secretary who is responsible for writing letters? Or maybe the Treasurer could issue letters. The Membership Director has the contact information for those who donate to the Scholarship Fund.
- Melissa as Secretary is willing to issue letters. She will need to contact the Membership Director for the list of donor names around June 30<sup>th</sup> and December 31<sup>st</sup> of each year. If the volume of letters is high, she will ask the Campus Liaison Coordinators for assistance.

Action item: Add writing thank you letters for scholarship donations to the Secretary's duties in the CARL Standing Rules [Vicki]

Debbi Renfrow's name was misspelled in Section 5: Conference Update. This will be corrected.

Motion to approve the minutes as amended. Seconded. Approved.

#### 4. Announcements

Vicki announced that she will be sending CARL's Corporate Binder to Lynne, to add to the CARL archives.

Kelly has been asked to run for the ACRL Board as Vice-President/President Elect.

#### 5. Conference Recap (Tracey/Report from Joseph)

Joseph submitted an excellent and very detailed conference report. In hindsight, it would have been helpful to have certain details codified in the conference planning documentation.

One issue that arose concerned conference registration payments. There were several presenters who partnered with faculty, but hoped to have registration costs waived for the faculty. In the future, it should be spelled out on registration materials and the conference website that all presenters must pay. ACRL requires all presenters to sign a form—CARL should think about this, too.

There were three poster sessions and one breakout session where the presenters did not show up. These sessions were removed from the official conference program.

##### Discussion Points

- Registration and payment issues come up with every conference and in every organization. We need policies we can publicize. Payment will continue to be an issue. The less money people have, the more this is a problem. It is important to think about these issues for the next conference in Sacramento. Joseph's report will help inform decisions.
- What about issuing day passes at future conferences? This can be really hard to enforce. At bigger conferences there are often personnel specifically assigned to check badges. CARL does not have the resources for this. There may be other ways to implement single-day registration—could badges be color-coded? Does CLA currently offer single-day registration? No.
- If CARL is discussing codifying registration payments, it would be a good idea to share this information with the CARL membership. Could it be mentioned as a CARL newsletter item? This might be a negative message to send out to the membership. The payment policy needs to be sent out with the next conference Call for Proposals. It should also be included on the conference website.
- Different conferences handle speakers differently. There is a grid in the CARL conference planning manual that provides guidelines for speakers and attendees. All attendees are supposed to pay. The grid also includes information about honorariums for in- and out-of-state speakers. The next Conference Planning Committee needs to be aware of this.
- There is a need to pass down committee information, e.g. the matrix used for ranking proposals for breakout sessions. Tracey is encouraging current committee chairs to share information with Lynne, so it is available for those involved in planning the next CARL Conference.
- For the next conference in Sacramento, CARL needs to emphasize that it is important to stay at the conference hotel. CARL signed a contract with the hotel guaranteeing a minimum number of occupied rooms.

- Pre-conferences were included in the price of this conference. Next time, break the pre-conference sessions out and charge a separate fee. Or condense the pre-conferences into one day (Thursday), and hold the conference on Friday and Saturday. Based on feedback from attendees, it would be a good idea to clarify that preconference sessions can be workshops. They don't have to be lecture-based! It will be up to the next Planning Committee to decide whether or not the pre-conferences should overlap.
  - What time are the rooms booked to in Sacramento? Could CARL offer post-conference sessions as an alternative to pre-conference sessions?
- Changing the day of the week to end the conference worked well. More people stayed through noon on Saturday.
- The request for an interpreter was also expensive. The original estimate included one interpreter, but there were actually two interpreters who traded off. We need to ask members to indicate assistive technology needs and accommodations on the next conference registration form.
- Attendees also commented on the lack of social and cultural activities near the conference locale. In the past there has been a whole committee charged with local arrangements. It will also be easier to provide a list of activities for Sacramento.
  - Other options for low-cost activities might be to organize a silent auction, or a 'dead turtle auction' that includes slightly used items. Kelly also implemented baskets to bid on to raise money for the Scholarship Fund. The Fund raised a lot of money this way.
- This year the conference evaluations were administered through SurveyMonkey. About 100 responses were submitted and the process worked very well. The report recommends continuing to use online evaluations for future conferences.
- What about food costs? The report mentions \$10,000 more than was needed. The Planning Committee figured on the high end because there were not many restaurant options nearby. For future conferences, maybe CARL can provide breakfasts and lunches, but leave attendees on their own for dinners. The Planning Committee had also discussed doing a survey ahead of time to get a feel for which meals people were planning to attend. At Asilomar, CARL asked attendees which sessions they were planning to attend to help figure out room sizes for sessions. Straw polls ahead of time for sessions and meals will help with planning next time.
- The most money was lost in the 30 conference registration cancellations beforehand.
- Vendor sponsorship was disappointing. In the end we had two donations. We would be able to solicit more funding if we allowed vendors space, or offered a vendor showcase—this is becoming popular at ALA. Vendors are given 5-10 minutes to speak about something they would like to sell you. It might be possible to have vendors sponsor the poster sessions at the next conference. Vendors could set up their exhibits on one side of the room, with posters on the other. This is definitely something for the next Planning Committee to think about. CARL will need to offer something in addition to a letter soliciting sponsorship.
- Celia indicated in her report that CARL made a slight profit on the conference. However, Kelly has not submitted all the bills to Celia yet. It might be possible that CARL broke even.

Any additional comments about the conference can be sent to Joseph.

## 6. CLA/CARL Collaboration (Les/Melissa)

Les attended the CLA Executive Council meeting and explained that CARL was interested in exploring a single program collaboration, rather than a conference collaboration. (CLA holds a conference every year; CARL maintains an every-other-year schedule.) CARL co-sponsored a CLA program on Second Life last year at CSU Dominguez Hills. CLA and CARL have separate conference planning approaches.

When is the CLA conference? It is usually in October or November. The 2008 CLA Conference will be in San Jose and the 2009 Conference will be in Pasadena. One option for 2010 would be to explore a pre-conference program that overlaps all academic libraries, and includes both technical and public services. Monique le Conge is the current CLA president. Amy would be interested in talking to Monique about this possibility, as well as other collaborations throughout the conference program. For example, a session on transition-type library programs between high schools and colleges could result in a really good pre-conference.

Discussion Points:

- The CARL Executive Board does not put on programs. CLA may want to contact individual interest groups instead. The Executive Board could facilitate between CLA and the interest groups. It might also be possible to arrange a reciprocation, where a program is held once for CLA and again for CARL.
- A full or half-day pre-conference program collaboration is a possibility.
- Something to consider is who would get the conference fees—CARL or CLA. This is another issue we should broach with the CLA Executive Committee.

There was a question about the March 10<sup>th</sup> Meeting Minutes:

Agenda Item 12: CLA & CARL Conference Collaboration:

*'What about planning to collaborate with CLA during a non-CARL conference year instead? 2012 is the earliest feasible date for a collaboration. **[Needs clarification: CARL Conference years are even-numbered (every other year). If we were to collaborate with CLA during a non-CARL conference year then it would be odd-numbered (e.g. 2009 or 2011, not 2012)]***

- 2010 is the earliest date for a pre-conference program collaboration. 2012 is the earliest date for a conference collaboration. There are no additional edits to the minutes necessary.

## 7. ACRL Student collaboration question/ Outreach with students (Les/Amy)

Julie Todaro is the current ACRL President, and she is interested in what state chapters are currently doing to reach out to library school students. Les received an email that asked him to describe the chapter's relationship with students.

Discussion Points:

- We need to start thinking outside the box about how we can be more proactive and reach our membership. We have 600 members, but only 200-250 attend CARL conferences.
- How can we set a pattern of having students join CARL before they graduate? 19 students attended the recent CARL Conference. One issue is that there is no way to track students once they leave library school—the retention rate is only about 5%. We can track those who receive scholarships or find jobs in California. Many students join CARL to apply for the travel

scholarship and about 20% of the students who apply live out of state. It is hard for the campus liaisons to keep track of students at UCLA and SJSU.

- No library school students attended the South Regional Meeting last February, although there were a number of students at the North Regional Meeting.
- What about developing videoconference programs that target library school students, to promote CARL and push content to them?
- CARL also has the MOR: Mentoring Outreach & Recruitment Committee. This group could focus on more outreach to library schools.
- The CARL student membership rate is \$10. How many times can you join CARL at the student rate? We currently rely on the honors system—it is difficult to monitor.
- It is important to introduce new librarian hires to CARL, as well as focusing on schools. It should be the responsibility of the campus liaisons to report new hires. Amy currently receives separate lists of new student and regular members from Kelly, and she sends them welcome letters.
- A trend seems to be that all librarians at a location or institution will join CARL at once, probably due to administrative encouragement or accreditation reviews.
- The Campus Liaison Coordinators could coordinate with the campus liaisons to send an email each fall to solicit CARL memberships among new hires—sending a message once a year wouldn't be too much work.
- CARL could also solicit interns from library schools. We should target library staff as well. We need to be proactive and get the word out there in a variety of ways.

Action item: Draft a written response to send to Tracey for review [Les]

## **8. Clarification of minicons/winter programs (Tracey/Melissa)**

There was a question about an entry in the Master Calendar:  
December

Interest Group Coordinators & Campus Liaisons:

*Present Winter Program or Mini-Conference on alternate years (2009)*

In the past, the North and South have handled these very differently. The South has only had one mini-conference—two members from the south volunteered to organize it. SCIL is very active and typically puts on a couple of programs each year.

The North organizes mini-conferences in non-CARL conference years. The IG Coordinator and the Vice President planned the Winter Program last December. This responsibility is not included in any of the documentation describing the IG Coordinator or Vice President's responsibilities.

Discussion Points:

- In the north, the President or the Vice President should initiate mini-conferences. The IG Coordinator can help with programming.
- We should consider what we want to do with the regional meetings in February and mini-conferences. Should there be programming included with the regional meetings? One option might be to roll the meeting and a mini-conference together. What is the incentive for many of our members to attend a business meeting?

- There are legal reasons for holding an annual business meeting for the membership. In the past, business has been conducted in the morning and combined with an afternoon program, e.g. showing a film or a presentation on how to publish an article. The regional meetings are an opportunity for members to talk to each other and members of the Executive Board.
- Do we want the meetings to continue to be the same? How do the meetings tie into the calendar at large, and attendance at other meetings and programs?
- When business meetings are combined with programs, attendees get impatient with the business portion—there is a need to keep business meetings condensed. CARL has tried to do this: convey information and then allow plenty of time for discussion. The desire for discussion was especially clear at the northern regional meeting.
- Business meetings attract those who are interested in participating in CARL, as well as interest group chairs and interest group members.
- The North is very different from the South. It is good for the North to have a program in December. The South has enough other programs throughout the year.

Action item: Edit the Master Calendar and resend to the Executive Board for an approval vote via email [Melissa]

## 9. Transition for newsletter editor

Liz has been contacted by Barbie McConnell at CSU Fullerton about serving as the new newsletter editor. This transition is in process.

## 10. Elections and Dues Increases

It is time to start thinking about the CARL elections. Fred is going to be in charge of the Nominating and Elections Committee. Florence Espiritu and Kelly will serve on the committee, but it may be necessary to appoint two additional members. Tracey can follow up with this if necessary.

If you know of members who would be interested in serving on the Executive Board, please send the names to Fred. A call for nominations will also be sent to CARLALL. Open positions include the Northern Vice-President and Treasurer. Celia is aware of several people who have expressed interest in running for Treasurer.

Are there other issues that should be placed on the ballot? Proposal: implement a \$10 fee increase for regular members, and a \$5 fee increase for students and retirees. ACRL members would pay \$30 and non-ACRL members would pay \$40.

Discussion Points:

- Do other organizations give retirees a cost break? Yes, ALA does.
- Given the membership numbers, maintaining CARL's budget is a concern, and a dues increase is overdue. CARL offers the best membership deal around. Are the membership numbers accurate? Unfortunately the RegOnline database is not working as well as it should.

- A dues increase is really a Finances Council question.
- What about a \$10 jump in all membership categories, including students? What about even more—\$40-\$50? It will be a long time until CARL can raise dues again.
- Any dues increase will need to be approved by the membership. Tracey will mention the need for a dues increase in the next CARL newsletter, and also send a message via CARLALL.

Action item: Vicki will follow up with the Finances Council. The Executive Board will finalize the amount of the dues increase at the September meeting, for addition to the October ballot.

Judy received a question from an Interest Group, inquiring if CARL would consider supporting online registration for interest group programs.

Discussion Points:

- One-time event registration is not a problem with RegOnline. What about the cost per program? Kelly needs to talk to Celia about the costs—RegOnline does not break down fees. The question really is: is CARL willing to pay for this?
- This is another issue for the Finances Council. Interest Groups may have to raise program fees to cover RegOnline costs.
- SCIL puts on two programs per year. Online registration would make it easier for SCIL. They receive checks for registration, and usually their programs have wait lists.

Judy will follow up with the IG and let them know that the issue has been brought to the Executive Board. This is a big issue, because CARL would need to be able to offer this service to all Interest Groups.

## 11. Brainstorm / Discussion

Before beginning the Brainstorm/Discussion, are there any other business-related issues?

- Are the Interest Groups finding and using the program planning forms? Yes, they are.
- Vicki sent Board members invitations to join the CARL wiki. To avoid receiving email updates each time an edit to the wiki is made, turn off the 'notifications' option under settings. Eventually the wiki will be moved to the CARL website and off PBwiki. Vicki also uploaded a Word copy of the program planning manual.

Brainstorming: What are we doing for our membership? How are we reaching out? What else can we be doing in a creative way to serve our membership? How can we bring in new people?

Discussion Points:

- At the north Regional Meeting, there seemed to be a disconnect among the students in terms of understanding what CARL can do for students and what their library schools can do. The students had no idea how they could benefit from CARL involvement.
- A resume writing workshop has been mentioned before. Could it be coordinated through CALM (California Academic Librarians in Management)? CALM is not very active at the moment. Other state library associations run resume critiquing services, done on a pro bono basis.

- It is important to have something more personal than content on a website. Going to dinner with the CARL Scholarship Award winners was really great.
- UCLA has an internship fair every year, but they do not have a 'professional organizations' day. CARL has participated in a fair at CSU Fullerton in the past—sometimes it has been a boon and other times it has been a bust.
- CARL is promoting networking and real-worldness. What are our students getting for their membership? The School of Library and Information Science at SJSU paid for CLA student memberships for all their students.
- Once effective lines of communication with students are set up, they will be more likely to attend CARL functions. The students seemed to feel that the time they spent at the north Regional Meeting was worthwhile.
- What about having a student social at the next CARL Conference? SLA has done this successfully at their conferences. We could also send out personal invitations to have dinner with the Executive Board. CARL is a small enough organization to be able to target students individually.
- Students tend to connect with CARL through the Interest Groups. We could send invitations to students for IG events.
- ALA and ACRL have initiated ALA101 and ACRL101 to orient new members at conferences, and establish email contact beforehand. MOR could assume some of these duties for CARL—Tracey and Fred both plan to remain involved with MOR. Can MOR brainstorm about what could be undertaken over the course of the next year?
- We also need to focus on more than students. There is a large category of people who are not CARL members. We need to sell CARL membership to librarians!
  - CARL could consider making programs more expensive for non-members as an incentive to join CARL. However, the IGs are worried that people will not come to their programs if costs are too high. Another issue is limited travel funding.
  - The nice thing about CARL is that it is local. We need programming that is appealing to our membership. With travel funds being slashed, maybe people are more likely to attend local events.
  - To encourage people to join, CARL could include costs in program advertisements, e.g. CARL program \$xx. CARL members receive \$xx discount. Join CARL today!
  - What about a members only section of the CARL website? This would be technologically difficult, and would require issuing passwords.
  - What about the newsletter? Do members value it? What are the valuable things we provide? We need to figure out how to focus our efforts moving forward. It's all about the value! Many find the CARL programs incredibly valuable.
- We should leverage the fact that we are an ACRL chapter, and have more of a link with ACRL, e.g. speakers. As an ACRL chapter, we can apply to have speakers come to California. CARL has a 'start/renew ACRL membership' link on its website. Does ACRL have a reciprocal 'join your chapter' link on its website?

- What about CARL members who are not ACRL members? The reason could be monetary. CARL is local and cheaper.
- If librarians are not joining CARL it could also be due to library deans or directors encouraging employees to join national organizations instead. Recently there seems to be a reversal of this trend. More deans and directors have joined CARL. There are some younger librarians who let their memberships lapse for a year if they don't need them. This is really about spot-hitting, not about developing longevity. This is a problem at the ALA level, too. The experience with student interns has been different. Many have joined CARL. They really have to join something if they want to stay in the profession.
- Membership is all strategic, and targeted programs may help us. CARL is small and nimble enough to be able to do a couple of specialized programs this year. Online programming is also an option, but there is definitely value in face-to-face programming.
- Could IG programming use a different funding model? Instead of focusing on the CARL Conference as a big venue for programs and speakers, could an IG group bring a speaker in instead? This is happening with SCIL. One of their recent presenters was a business consultant who discussed time management skills. The CARL IT-North program on mashups is also very innovative.
  - What about mini conferences, plus online supplements afterwards?
  - The IGs need to charge more for their programs. The program planning forms are helping with this.
  - CARL should also consider advertising across other organizations. There would have been SLA members interested in SCIL's time management program. What can CARL do to funnel program announcements out? Maybe we need a list of contacts from various organizations in order to publicize programs via listservs.
- CARL could also use program attendance data to determine why members are not attending programs.
- A membership survey would be helpful. We have discussed surveys in the past, but the Executive Board has always pulled back from administering them. An alternative would be focus groups.
  - We should utilize the campus liaisons. Ask them who their new librarians are, and what they are interested in. This could be much more informal and effective than a full-blown survey.
- Another category of CARL members are at the other end of spectrum, near retirement.
- It is likely that during next several years of program planning potential attendees will have less money and less time available. We need to be providing content that people are interested in. This is where the IGs really come in. The marketing of programs is what draws people in. There is a lot to be said for getting outside your building to attend a program, networking and coming back feeling refreshed.
- The campus liaisons can tell us what people are struggling with in their libraries. We could ask them to ask librarians: If you could get outside of your building to hear about one thing that could solve a problem in your day-to-day tasks, what would it be?
- Just-in-time programming is appealing. However, it takes a long time to plan a program. In the North, Vicki and Wendy are working on the venues survey to streamline program

planning. It doesn't necessarily take that long to plan a program—in some cases 1.5 to 2 months.

- RUSA created a hot-topics group, which plans its Annual Program at Midwinter. It works really well for RUSA. ACRL just voted in Interest Groups—you can petition to establish an ACRL IG with 20 members.
  - Could a hot topics discussion come out of the regional meetings? The idea of involving the membership at the regional meetings is very appealing. It provides a direct link to why people should be joining CARL.
  - The two programs Fred put on last year were ideas that came out of the regional meetings. SCIL comes up with new programs by reading the comments from program attendees.
- Amy will continue to work on these issues with the campus liaisons and IGs. It might make sense to start with the campus liaisons; the IGs are already generating a lot of energy. The campus liaison coordinators could begin by generating a list of questions for campus liaisons. The Communications Committee could also be involved. Who is on the Communications Committee? Vicki has the committee charge, and Vicki, the newsletter editor, the website editor, and the secretary are members. The wiki is important as a communication tool, so information is available after individuals leave. The Executive Board should think about the Communication Committee's charge, and what it would like committee to be. Any additional task assignments need to be added to the CARL Standing Rules.

Action item: Send the Communications Committee a draft letter, to be shared with the campus liaisons. [Amy]

This is Aline's last Executive Board meeting. Thank you for all your great work!

**Next meeting: September 8<sup>th</sup> via videoconference**

**APPENDIX 1: Action Items**

<b>#</b>	<b>Description</b>	<b>Names or Groups</b>	<b>Done?</b>
1	Add writing thank you letters for scholarship donations to the Secretary's duties in the CARL Standing Rules	Vicki	
2	Draft a written response to send to Tracey that describes the chapter's relationship with students	Les	
3	Edit the Master Calendar and resend to the Executive Board for an approval vote via email	Melissa	In process
4	Discuss a dues increase with the Finances Council. (The Executive Board will finalize the amount of the increase at the September meeting, for addition to the October ballot.)	Vicki	
5	Send the Communications Committee a draft letter, to be shared with the campus liaisons	Amy	

## **APPENDIX 2: Board Reports**

### **CARL Past President's Report**

**Vicki Rosen**

**June 3, 2008**

#### **Awards**

##### 1. Research Award

Worked extensively with Carol Spector, the Research Award Committee Chair, to revise the award criteria. Sent revisions to the Finances Council for comment; incorporated these into draft to reach final version. Board voted via email to approve new guidelines on April 17, 2008. Made an announcement at the Conference about the award, encouraging people to look for CARLALL message and apply in the fall.

##### 2. Outstanding Member Award

Ordered plaque for Locke Morissey and presented plaque and award check (\$300) to him at an informal gathering of CARL members at USF.

##### 3. Scholarship winners' dinner

Dined with the two scholarship winners, committee members and others at the conference.

#### **Corporate Records binder**

Contacted Melissa Browne, Secretary, about the CARL Corporate Record binder, which is still in my office. This contains the original incorporation documents, signed minutes since 1999 and the corporate seal. As we migrated to online minutes, we neglected to keep up the paper copies in the binder since 2004. I asked Melissa to help bring these up to date. It seems the logical place for this to reside is with Lynne Reasoner, the Archivist.

#### **Forms and the Wiki**

Sent invitation to CARLEX to view the "vrprojects" wiki via pbwiki so board members have access to all the forms and instructions, plus other information. There is also a link to this wiki from the carlex wiki. More details will be in the Communications Committee report.

#### **Insurance**

Sent Celia the insurance policy documents for May 08-09.

---

#### **Amy Wallace VP-South Report**

Attended the scholarship dinner at the Conference in Irvine. Attended a couple IG informal get-togethers to meet people and of course to eat.

Sent welcome letters to new members (11/07-3/08) from the South.

Will represent CARL at the Spectrum Scholars Professional Options Fair & Resume Reading Event at ALA. Taking the half sheet color flier to hand out.

Worked on the appointment and transition for the legislative liaison position

**Submitted by: Kelly Janousek CARL Membership Director 2004-2007, 2008-2011.  
CARL 2008 2nd Quarter Membership Report**

148 ACRL/CARL members  
70 NACRL/CARL members  
31 Students  
3 Retired

252 current members, down 399. Cannot renew 32 members plus another 15 I cannot tell about. Many more may have tried to renew and were caught by the problem Regonline and I am working on. We redid the database and guess what it still does not work, ugh!

Reason they are not renewing I have found that university filters are not allowing the renewal notices. I am sending two – three renewals and getting no response.

Another note Board members who have not renewed, I have sent reminders!

Since March 15, there have been 25 new members + 11 new students +3 returning after gone for more than 3 years.

There were 17 CARLALL messages posted this quarter.

I am working on sending each Interest Group officer a list of there members for this quarter, but stopped when I found so many not renewed.

I am still working on Campus Liaisons lists but with conflicting information I am really unsure of whom they really are.

---

**Celia Bakke**  
**Treasurer**

**CARL Income / Expense Report – 1/1/08-6/6/08**

<b>Detail</b>	<b>Balance</b>
<b>Income</b>	
2008 Conference Registrations	63,820.00
2008 Conference Vendor Donations	1,000.00
Membership	4,130.00
Interest Groups	638.12
CarlDig-S (305.00)	
SCIL (333.12)	
	<b>69,588.12</b>
<b>Expenses</b>	
Conference	
Hotel Venue & Related Services	57,765.79
Supplies	408.73
Speaker Honorarium	1,100.00
	<b>59,274.52</b>
Executive Board	
ACRL Chapters Meetings	321.75
Gifts	104.21
Office supplies	94.64
Postage, Photocopy	29.50
Refreshments	443.55

Software		209.81	
Stipends (2007)		1,200.00	
Travel Reimbursements		<u>210.28</u>	
			<b>2,613.74</b>
Interest Groups			<b>256.26</b>
CarlDig-S	(234.84)		
SCIL	( 21.42)		
Member Awards			
Outstanding Member		401.77	
Scholarships		<u>1,000.00</u>	
			<b>1,401.77</b>
Member Regional Meetings			
Refreshments		1,574.69	
Travel		<u>125.00</u>	
			<b>1,699.69</b>
Membership & Conference			
Member DB (Digital Forest)		66.00	
RegOnline Fees		<u>3,754.60</u>	
			<b>3,820.60</b>
Retainers			
Accounting		1,600.00	
Insurance		<u>1,923.00</u>	
			<b>3,523.00</b>
Miscellaneous			<b>7.80</b>
			<b>72,597.38</b>
<b>Income less Expenses</b>			<b>-3,009.26</b>
Checking Account	6,196.26		
Savings	26,364.73		

---

**Wendy Diamond**  
**Northern Interest Group Coordinator and CSU Director-at-Large**  
**June 3, 2008**

CARL Board Report – June 2008  
Director at Large for the CSU & IG-North Coordinator

1. Vicki Rosen and I discussed the Venues Survey for the northern region. We are going to gather information about successful programs in the recent past and build a spreadsheet for future reference. Wendy will create a draft form by the end of the summer in time for presentation at the September Board meeting.
2. ABLE North and ABLE South have merged and gone virtual! Penny Scott of USF and Pat Sullivan of San Diego State University. Due to technology, certain “economies of scale” can be realized and small number of active members can stay connected and pool their

energies. The group will host a listserv and a wiki. Penny Scott of USF and Pat Sullivan of San Diego State University will head the Steering Committee.

3. Paula Popma of CALM-North reports no activity in the recent period. She is concerned that there are not enough interested members who have time and resources enough to be active.

I apologize for not attending the June 9 meeting in Long Beach. Travel costs and airline scheduling limitations have conspired to make it very expensive and complicated to travel from the far north to the southern region.

---

**Report from CARL Interest Group Coordinator – South  
for the period April – June 2008  
Judy Lee**

**► Coordinator Activities**

- Communication and activity with interest groups (ABLE, CARLIT, CARLDIG, CDIG, SCIL, TSIG): organization, advice, and revitalization efforts and with interest group chairs through the CARL IG Chairs South listserv and separate conversations (email, phone, in-person).
- Communication with CARL Executive Board individuals regarding interest group business, primarily Web Site Coordinator, Membership Director, Vice President – South, and Interest Group Coordinator – North.
- CARL Conference – contacted CARL South IG Chairs about setting up IG gatherings at the Conference. Compiled information on dates, times, venues, and contact. Sent list to CARLALL.

**► Question(s) from interest groups for the CARL Ex Board:**

“Would CARL consider supporting an online registration system for interest groups to use for programs? It would be convenient for attendees and officers. I would be happy to discuss this further with the board and offer my time in investigating this further.” (D. Turnbow, SCIL Chair)

**► Interest Groups**

ABLE =	Academic Business Librarians Exchange
CALM =	California Academic Librarians in Management
CARLDIG=	California Academic Reference Librarians Discussion Interest Group
CARLIT=	California Academic & Research Libraries Information Technology
CCIG =	Community College Interest Group
CDIG =	Collection Development Interest Group
CSUL =	California State University Librarians
DIAL =	Diversity in Academic Libraries
SCIL =	Southern California Instruction Librarians
SEAL =	Science and Engineering Academic Librarians
TSIG =	Technical Services Interest Group

IG reports have been received from the following interest groups and are attached to this report: ABLE, CARLIT, DIAL, SCIL.

IG reports have not been received from: CARLDIG, CDIG, SEAL.

The following IGs are inactive: CALM, CCIG, CSUL, GPIG, TSIG.

CARLDIG: Due to a break in organizational succession, there had been no activity in this group. I sent email via the CARLDIG listserv describing the situation and called for action. Lise Snyder organized a revival meeting hosted by Teresa Portilla Omidsalar at Cal State LA on Friday, May 30<sup>th</sup>. The meeting was attended by over a dozen people. Lise agreed to chair the group until December 2008 as the organizational structure continues to take shape pending feedback from the interested individuals who could not attend the meeting and the stated interests of those who did attend. Emily Woolery agreed to continue as Webmaster. Karin Duran volunteered to be listserv administrator. Discussion centered on future meeting dates, venues, and programs. There was some question about program costs. CARLDIG-S is the largest IG with 250 members.

CDIG: After its revival meeting, Steering Committee members communicated via email and had a successful dinner at the CARL Conference with CDIG members from both North and South.

TSIG had an initial listserv email go out in May and received one response.

\*\*\*\*\*

### **ABLE North and South Interest Group**

#### **CARL INTEREST GROUP Mid-Year Report January 1 – June 30, 2008**

#### Summary of Activities

Business meetings: A group of us met at the CARL Conference in April, 2008 in Irvine.

#### Changes:

Leadership: We now have a Steering Committee, rather than officers. Steering Committee is as follows:

Penny Scott, Chair

Members: Pamela Clarke, Ann Fiegan, Craig Hawbaker, Les Kong, Michael Oppenheim, Sharon Radcliff, Rick Robison, Pat Sullivan, Linda Taylor, and Diana Wu.

#### Operational procedures

Online communication: ABLE members can be subscribed to the ABLE South listserv which goes out to all ABLE members. Requirements: current CARL membership and ABLE selected as interest group membership. Once requirements are met, contact Patrick Sullivan to subscribe: [sullivan@mail.sdsu.edu](mailto:sullivan@mail.sdsu.edu).

ABLE members can also join the ABLE Wiki:

[http://reference.sonoma.edu/able/index.php/Main\\_Page](http://reference.sonoma.edu/able/index.php/Main_Page) To join, contact Rick Robison: [rick.robison@sonoma.edu](mailto:rick.robison@sonoma.edu)

#### Other:

Programs: None

Title

Where

When

Attendance

Income/Expense balance (estimated or actual): None at this time

No Activity (please explain): We did not have activity from January until April, when a group of us met at the recent CARL conference and decided to merge and go virtual. This would allow us to maintain an active status, stay connected, and pool our resources and energies.

We will no longer have separate groups, and also will not have officers. We have created a wiki that we will use for communication and planning.

Current plans/ideas: We plan to use the wiki and the email list to communicate and share information with each other, as well as connect with new business librarians. In time we hope to work on programs both virtual and in-person.

Questions/Suggestions/Concerns for IG Coordinator/Ex. Board:

**Due May 15 to your IG Coordinator for the June CARL Executive Board meeting. Thank you.**

\*\*\*\*\*

**CARL IT South  
Mid-Year Report  
January1 – June30, 2008**

**Summary of Activities**

CARL IT South held a business meeting during the CARL conference (April, 4<sup>th</sup>, 2008). The main agenda topic was the proposed merger with the North. The Interest Group decided to pursue that merger.

**Changes:**

Wei Ma (California State University Dominguez Hills) and Ken Furuta (UC Riverside) agreed to co-chair the IG for the discussions with the North.

**Programs:**

None

**No Activity (please explain)**

**Current plans/ideas**

To continue to flesh out the merger/plans for the south.

**Questions/Suggestions/Concerns for IG Coordinator/Ex.Board:**

**Due May15 to your IG Coordinator for the June CARL Executive Board meeting.Thank you.**

**DIAL-South Diversity in Academic Libraries  
CARL INTEREST GROUP  
Mid-Year Report  
January 1<sup>st</sup> – June 30<sup>th</sup>, 2008  
Submitted on May 16<sup>th</sup>, 2008**

**Summary of Activities**

**Business meetings**

**March 14<sup>th</sup>, 2008:** 10 members met at Mount St. Mary's College at Doheny Campus in order to analyze the event hold at The Muzeo, elected the Communication officer and organized Lunch at CARL Conference.

**May 9<sup>th</sup>, 2008:** 7 members met at California State University San Marcos in order to organized event at Mingei Museum (Balboa Park) on August 2<sup>nd</sup> and informal meeting at ALA Conference on Saturday June 28<sup>th</sup>.

**Changes:**

DIAL-SOUTH finished the election of the Steering Committee, through the election of the Communication Officer.

The DIAL-South officers are:

Co-Chair: Valeria E Molteni 2006-2008

Co-Chair: Chimene Tucker 2007-2009

Secretary: Marjorie Acevedo 2007-2008

Registrar: Melanie Chu 2007-2008

Historian: Judith Samuel 2007-2008

**Communication Officer: Angela Boyd 2007-2008**

**Programs:**

- Chicano Art & Soul Exhibit  
Muzeo, 241 S. Anaheim Blvd, Anaheim, Ca  
Sunday March 2<sup>nd</sup>, 2008  
13 persons
  
- Persian lunch at CARL Conference  
Caspian Restaurant, 14100 Culver Drive, Irvine CA  
Saturday April 5<sup>th</sup>, 2008  
20 persons

**Current plans/ideas for year ahead:**

The Subgroup is planning two social events for the summer:

- ALA DIAL meeting (Anaheim Convention Center, Anaheim, CA)  
Afternoon tea scheduled for Saturday, June 28<sup>th</sup> at convention center near poster sessions.
- Mingei Museum Social Event (Balboa Park, San Diego)  
This event is scheduled for Saturday, August 2<sup>nd</sup> at 11 am, with lunch tentatively around 1 pm.

**SCIL, a CARL Interest Group**  
**Mid-Year Report: January 1 – June 30, 2008**

## **Summary of Activities**

### **Business Meetings**

- March 14, California State University, Fullerton  
Minutes: <http://carl-acrl.org/ig/scil/minutes/MinutesMarch08.html>
- April 11, Occidental College  
Minutes: <http://carl-acrl.org/ig/scil/minutes/MinutesApril08.html>

### **Changes**

- Leadership – New Board Members (January-December 2008)
  - Chair – Dominique Turnbow
  - Vice-Chair/Chair-Elect – April Cunningham
  - Secretary – Kimberly Wilcox
  - Program Registrar – Nikki Julian
  - Publicist – Marsha Schnirring
  - Past Chair – Debbi Renfrow
  - Webmaster – Duffy Tweedy
- Operational Procedures
  - None
- Online Communication
  - The SCIL web site has been migrated to the CARL servers. The new URL is: <http://carl-acrl.org/ig/scil>.
  - SCIL is in the process of reorganizing/establishing listserves. The listserves will be hosted by CARL.
    - **SCIL List** is for all SCIL members. This list is updated annually in January.
    - Any SCIL member can request to be on the **SCIL Steering List**. Members of this list may be asked to help with planning events and programs in-person or virtually. This list is updated in January and September.
    - SCIL Board Members will be subscribed to the **SCIL Executive Board List**. This list is updated annually in January.
- Meetings
  - SCIL has revitalized “Share & Learn” sessions at the beginning of SCIL Business Meetings. One member volunteers to lead the group in a discussion about a topic (selected at the previous meeting). The “Share & Learn” is allotted 45 minutes.

### **Programs**

- SCIL Works 2008 – “Putting Theory Into Practice: The ‘Why’ Behind Instructional Strategies”, Claremont Colleges on January 25, 2008 (<http://carl-acrl.org/ig/scil/scilworks/index.html>)
  - Attendance
    - 63 CARL Members
    - 8 Non-CARL Members
    - 4 Students
  - Income/Expenses
    - Income (registration) – \$1145
    - Expenses (food) – \$833.30
    - Profit – \$311.70

- SCIL Spring Program – “Making Change for the Better: Come Away with New Alternatives for Past Practices”, Azusa Pacific University, May 23, 2008 (<http://carl-acrl.org/ig/scil/springprogram/index.html>)
  - Attendance
    - 37 CARL Members
    - 3 Non-CARL Members
    - 2 Students
  - Income/Expenses
    - Income (registration) – \$2530
    - Expenses (facilities, food, speaker honorarium and travel expenses) – We are still waiting for an invoice for food and facilities from Azusa Pacific University. We provided \$1000 honorarium plus travel expenses to the speaker.
    - Profit/Loss – TBD, probably a loss, though

**Current Plans**

- SCIL is planning a meeting/social at CSU Channel Islands on July 25, 2008.
- SCIL submitted a proposal for a workshop at the ACRL Conference in Seattle, WA in 2009. We will hear if it was accepted in August 2008
- An official business meeting is scheduled for September

**Questions/Suggestions/Concerns**

- Would CARL consider supporting an online registration system for interest groups to use for programs? It would be convenient for attendees and officers. I would be happy to discuss this further with the board and offer my time in investigating this further.

**To CARL Executive Board**

**From: Maryanne Mills**

**Date: June 3, 2008**

**Subject: Report from the Northern Campus Liason Coordinator, June, 2008**

\* Sent Liz Ginno items for the June Newsletter's "People and Places" section.

\* Sent welcome letters via email to new CARL North members.

**To: CARL Executive Board**

**From: Eduardo Tinoco**

**Director-at-Large, Private Institutions**

**Date: June 9, 2008**

**Subject: Southern Liaison Report – June 2008**

- Took part in the CARL Executive Board Meeting of March 2008 at Cal Poly Pomona, Pomona, CA.
- Attended the DIAL-South meeting at Mount St. Mary's, in Los Angeles, on February 14, 2008.
- Provided Liz Ginno items for the CARL Newsletter's "People and Places" and "Places" sections on May 16.

**Aline Soules**  
**Signing off as Legislative Liaison**

This is my last quarter as legislative liaison, the position having been turned over to Donald J. Page of Cal State Pomona.

During the last quarter, Don and I have alternated sending out the bi-weekly information emails. As of this writing, Don will now be doing that exclusively.

I also send my final legislative liaison piece to the CARL Newsletter.

In addition, on behalf of various groups, including CARL, I have submitted comments on such things as orphan works and the NIH policy.

I have spent almost six years in this position, building it and working to ensure succession planning. It will be in good hands with Don. It's been a privilege to serve and while I have a slight sense loss about leaving it, I know it's the right thing to do.

I will continue to act as the ACRL Legislative Advocate, a position I hold until 2009, and the ACRL legislative network representative for California. I have other legislative endeavors to pursue and I will also continue to serve CARL on its Research Committee.

Thank you all for a wonderful experience.

---

**Liz Ginno**  
**Newsletter Editor**

- 1) I am hoping that I can finish and post the June newsletter today.
- 2) That I am happy and willing to create a Supplementary CARL Newsletter issue for the 2008 Conference. [Does someone from the Conference Committee want to coordinate the call for content – they might know who was recording what session, etc.]
- 3) That Barbie McConnell is very interested in becoming the CARL Newsletter editor – and, if the board approves, she is happy to start work with the September issue. [Action item?]
- 4) I haven't had any complaints about the formatting of the newsletter (I kind of wondered if the non-members would raise a fuss over being in a separate column).

I've enjoyed working on the newsletter and hope that I can be of service to the organization even after Barbie becomes the new editor!

## CALIFORNIA

Hello everyone, from California! Our news this time around will focus on our highly successful conference, ***Going Global: Academic Libraries in the Age of Globalization***, held April 2-5, 2008, at the Hyatt Regency Hotel in Irvine, California.

Two hundred academic librarians attended the conference, which offered attendees an interesting array of breakout and poster sessions, as well as social events to promote networking. Vice President Fred Gertler (University of the Pacific) very ably stepped in as the "Master of Ceremonies," when President Tracey Mayfield was otherwise indisposed due to the impending delivery of her baby. In keeping with the theme of the conference, as well as to work towards promoting closer cohesion with other international librarians, CARL sponsored the attendance of two librarians from Mexico. CARL was also honored by the presence of past ALA President, Barbara Ford (IFLA), who was part of the panel presentation "Together We are Stronger: Librarians and Professional Associations and Activities in the Global Arena." Plenary speakers featured – Patrick Crispen (Internet TourBus), who regaled us with a bevy of useful (and other just plain silly) web sites; and Dr. Gregory Benford, noted science fiction author (and Nebula Award winner) and UC Irvine astrophysicist, who presented, "In Case of Abrupt Climate Shift, Break Glass." His fascinating talk focused upon possible solutions to the global warming crisis. We all certainly came away energized and revitalized after the conference. I know that many of us renewed old acquaintances, and forged new connections with colleagues. A good time was had by all!

Powerpoints and handouts of breakout sessions are available at:  
<http://carlacrl.org/Archives/ConferencesArchive/Conference08/during/breakout.html#breakout>

Powerpoints and handouts for presented papers are available at:  
<http://carlacrl.org/Archives/ConferencesArchive/Conference08/during/breakout.html#papers>

Abstracts of poster sessions are available at:  
<http://carlacrl.org/Archives/ConferencesArchive/Conference08/during/posters.html>

### Award Presentations

The 2008 Ilene F. Rockman CARL/ACRL Scholarship (which provides funds to help support attendance at CARL and ACRL conferences) winners were:

Brett Van Benschoten, who expects to complete his MLIS from the Fullerton campus of the San Jose State University program in May 2009. He works at both a medical library and at the Occidental College Library. He was also an intern in the Mellon Librarian Recruitment Program at Occidental.

Sarah Lehmann, who will receive her MLIS from UCLA in June 2008. She is a reference and instruction intern at the UCLA College Library, and has also worked at the UCLA Department of Ethnomusicology and the Occidental College Library. She was also a Mellon Librarian Recruitment Program intern.

The 2008 CARL Outstanding Member ("... given to recognize the achievements and contributions of an outstanding member of the association.") Award was presented to:

Locke Morrissey (University of San Francisco), who is currently serving as ACRL Councilor (2007-2010). Locke has many years of significant involvement at the state and national level, with CARL, and ACRL. He is highly deserving of this honor!

Congratulations are also in order for two of our Executive Board members, who welcomed new additions to their respective families -- Tracey Mayfield (CSU Long Beach), President, gave birth to Spencer Hayden Mayfield, on April 8; and Julie Shen (Cal Poly Pomona), Web Site Coordinator, gave birth to Angelina Shen Davis, on April 27. Both families are doing well, with healthy babies!

**Contributed by Les Kong**  
**ACRL Chapter's Council Delegate**  
**California Academic & Research Libraries**

**Web Coordinator Report**  
**Julie Shen**  
**June 9, 2008**

1. Website Redesign Update
  - We have a new logo!



color version



black and white version

- The web redesign committee is now working on the template.
2. CARL Jobs
    - Met with Heather Tunender to update her on how to update the new CARL job listings page using the new Wordpress platform. She is once more handling all updates.
  3. Moving IG websites to CARL
    - DIAL South's website is now active: <http://carl-acrl.org/ig/dials/>
    - So far I've set up five (5) IG websites on the CARL website. All five are actively being used by their IG webmasters: CARL IT North, CARL IT South, DIAL South, SCIL, and SEAL South.
  4. Listservs
    - Set up three (3) new listservs for SCIL:  
<http://listserv.carl-acrl.org/listinfo.cgi/scil-carl-acrl.org>  
<http://listserv.carl-acrl.org/listinfo.cgi/scilexec-carl-acrl.org>  
<http://listserv.carl-acrl.org/listinfo.cgi/scilsteering-carl-acrl.org>
    - ABLE (North and South) and CARLDIG South are interested in moving their listservs to the CARL server. I will set them up soon.
    - Here's a list of the other six (6) listservs on CARL:  
CARLEX, CARLEX Voting, CDIG-South, IG Chairs South, SEAL South, TSIG South
  5. Numerous updates on various other sections of the website.