

**SOUTHEASTERN LIBRARY ASSOCIATION
EXECUTIVE BOARD MEETING
BIRMINGHAM, ALABAMA
MINUTES
August 12, 2011
9:09 a.m. – 12:53 p.m.**

Present: Michael Seigler (President); Gordon Baker (President-Elect); Camille McCutcheon (Secretary/Planning Committee Chair); Bev James (Treasurer); Sue Alexander (Tennessee Rep); Perry Bratcher (*SELn* Editor); Sheila Cork (Special Libraries Section Chair); Tim Dodge (Alabama Rep/Government Documents Round Table Chair); Joseph S. Freedman (School and Continuing Education & Staff Development Co-Chair/Children's Libraries Section Chair-Elect); Linda Harris; Kathleen Imhoff (Immediate Past President/Nominating Committee Chair); Sue Knoche (Paraprofessional Round Table Chair); Faith Line; Hal Mendelsohn (Membership and Mentoring Committee Co-Chair); Evelyn Merk (Constitution & Handbook Committee Co-Chair); Debbie Meyer (Georgia Rep); Kara Mullen (SELA Administrative Services); Katherine Ott (Awards Committee Chair); and Laura Slavin (Continuing Education & Staff Development Co-Chair).

Welcome and Introductions

President Michael Seigler welcomed everyone. He remarked that it has been years since SELA last met in Birmingham and that it is great to be here again. He thanked Dr. Jerry W. Stephens, Director of the Mervyn H. Sterne Library, University of Alabama Birmingham, for allowing SELA to hold its 2011 Summer Conference in the library.

President Seigler mentioned that SELA would like to thank Dr. Louis A. Pitschmann, Dean of the University of Alabama Libraries, for agreeing to serve as one of the keynote speakers for the conference.

He noted that SELA would also like to thank Ree Sherer, Vice-President and General Manager of EBSCO in Birmingham, for the donation of \$300.00 toward the conference.

Then, everyone attending the board meeting introduced him/herself.

Secretary's Report

Secretary McCutcheon asked if there were any corrections or additions to the May 31, 2011 SELA Executive Board Meeting minutes. There were none. Kathleen Imhoff moved that the minutes be approved. Tim Dodge seconded the motion. The minutes were approved.

Treasurer's Report

Treasurer James gave the report and answered questions. She noted that SELA's net assets as of July 31, 2011 are \$24,475.66.

President's Report

President Seigler reported that the Arkansas experiment is not going well. Gordon Baker stated SELA still has not received the \$1,000 from the Arkansas Library Association. He is going to contact them and find out what's happening.

President Seigler suggested an "elevator card" could be prepared for SELA officers to use, which would summarize the benefits received from SELA.

He mentioned that SELA members will be participating in the West Virginia Library Association Conference in October. At least three program proposals by SELA members have been accepted. He is scheduled to speak during another program. Camille McCutcheon will be moderating a panel on gift donations and is seeking SELA members who would like volunteer to serve on the panel.

SELA Administrative Liaison Report

Gordon Baker reported that Kara Mullen has updated the SELA Leadership Directory. He thanked Linda Harris for her assistance in planning the conference.

Gordon mentioned that the association will give a SELA membership to Dr. Pitschmann and one to a new staff member at the Mervyn H. Sterne Library, University of Alabama Birmingham.

The Georgia Library Association has selected Macon as the site for the 2012 conference, which will be held October 3-5 at the Macon Marriott City Center hotel.

Southeastern Librarian Report

Perry Bratcher, the *SELn* editor, submitted the following report.

At the May 31, 2011 SELA Executive Board meeting, it was suggested that the *SELn* editor create a poll to gather opinions about *SELn* publishing in online format only. As a result, the following actions were taken:

1. A poll was created and sent to the *SELn* Board and to contributors of articles from issues dating from spring 2008 - spring 2011. An email was sent to thirty-eight individuals with the following three questions (Seventeen responses were received):
 - a. (For contributing authors): If *The Southeastern Librarian* were in an online only format, would that make a difference to you regarding whether or not you would have submitted your article (Yes/No/Comments):
 - b. For all: Do you feel that members of SELA should pay a "premium" for receiving print copies of *The Southeastern Librarian*? (It doesn't matter whether or not you are already a member). If so, what do you think should be the maximum amount (per year) a member should pay (this amount would possibly be added to annual membership dues)?
 - c. Other comments regarding publication of *The Southeastern Librarian* in online format only:

Not every individual responded to every question.

2. Perry contacted about six printers in the Greater Cincinnati area to gather cost estimates for printing the journal. Currently, the journal is printed using Spectrum Printing in Florida (the printer used by the previous editor from several years ago). Only one printer expressed serious interest in printing our publication – most printers indicated that the “run” was not large enough for their consideration. He met with an individual at Jos. Berning Printing Company. He had provided him with a sample copy of our publication (48 pages). He asked for an estimate based on the same quality of 250 copies. Jos. Berning Printing could produce a comparable issue for a cost of \$1,575. The closest comparable from Spectrum printing was the spring issue – 325 copies (44 pages) at a cost of \$3,188. Based on this estimate, he feels we can be reasonably certain of printing *SELn* for a yearly cost of about \$4,000 (\$2,000 each for spring/fall – normally we have less than 48 pages) using this new printer. Yearly costs for previous years are as follows: 2010 (\$6,350), 2009 (\$8,200), 2008 (\$7,050). NOTE: We have been steadily decreasing the number of print copies. **He would recommend, if at all possible, that we continue to publish in print format while closely monitoring SELA’s financial situation. He would also recommend that we not charge a premium to SELA members for print format and that we continue to provide access (free online) as has been done in the past.**
3. Over the years, due to a variety of reasons, the number of reviewers for articles submitted to SELn has decreased from a high of 28 several years ago, to the current number of 11. As a result, he has put out his first (he believes) call for reviewers. The Editorial Board is currently considering these applications as well as “standards” for reviewers. Previously, it was possible to get three reviewers to review each submission (in addition to the Editorial Board). Currently only two reviewers review these submissions – although he is comfortable with this due to the fact that the Editorial Board has increased from four to five members (who also review submissions).
4. Perry is currently, slowly but surely, working to get the publication on the Kennesaw Institutional Repository. This involves not only providing access to past issues, but developing a system workflow for current submissions.

State Representative Reports

Alabama State Report

Tim Dodge gave the report.

Possible Joint Conference Sponsorship: At the June 10th meeting of the Alabama Library Association Executive Council, Tim inquired if they would be interested in possibly co-sponsoring a joint conference together with SELA during one of the following years: 2013, 2014, or 2015. The reply was hesitant and an answer mostly depends on how the SELA Executive Board replies to concerns about cost sharing and revenue sharing. The Alabama Library Association Executive Council wants specifics about this before pursuing the possibilities of co-sponsoring a joint conference. On June 14th, he sent out an inquiry to the

SELA Executive Board listserv but received no reply. He stated that he would be happy to bring this matter up again at the September 9th Alabama Library Association Executive Council meeting if he were provided with some more specific information regarding cost and revenue sharing.

SELA Summer Conference: Obvious news but to report it officially, the SELA Summer Conference will be held at the Mervyn H. Sterne Library at the University of Alabama at Birmingham, August 12 - 13.

After Tim completed his report, there was a discussion concerning how revenue and costs from joint conferences were shared between SELA and the state library association.

The board discussed creating a statement regarding how cost/revenue sharing would be handled for joint conferences. The following information would be included in the statement: benefits for hosting a joint conference with SELA, conference registration fees for SELA members, formula for dealing with profits and expenses, and the responsibilities of both SELA and the state association concerning the conference.

Kathleen Imhoff moved that Treasurer James, Gordon Baker, and Kara Mullen write a statement that included this information. Sue Knoche seconded the motion. The motion passed.

Since the Alabama Library Association Executive Council is scheduled to meet on September 9th, the board decided that by August 29th a SELA joint conference statement would be written and sent out to the SELA Executive Board for an online vote.

Georgia State Report

Debbie Meyer gave the report.

She announced that the 2011 Georgia COMO Conference would be held October 5 – 7 in Athens. She noted that since the 2012 Joint Conference with Georgia COMO and SELA would be held at the Macon Marriott City Center hotel, it would be advisable to make hotel reservations as early as possible because there are no other hotels nearby.

South Carolina Report

Faith Line gave the report.

Bill McRee, the SC representative was unable to attend the SELA Summer Conference.

The South Carolina Library Association Annual Conference will be held October 19 – 21, 2011 at the Charleston Convention Center. The conference hotel is the Embassy Suites, which is connected to the convention center.

The theme for this year is “SC Libraries: Looking into the Future”. The keynote speaker for the first general session will be Judge Alex Sanders, for the second general session it will be Jason Ryan, author of *Jackpot*, and the third general session keynote speaker will be Sybil Nelson,

author of *Priscilla the Great*, a YA novel.

Poster Session applications will be accepted until August 26th, and registration information can be found at <http://scla.org/content/scla-annual-conference-2011>

Tennessee State Report

Sue Alexander gave the report.

The Tennessee Library Association will hold its annual conference on March 21 - 23, 2012 at the Marriott Conference Center, Knoxville, TN. The theme will be “Libraries Transform.”

TLA has a very active Legislative Committee that keeps its membership informed, not only about what is happening in Washington but also in the Tennessee Legislature. The newly hired Legislative Monitor lets the members know when anything concerning libraries is being discussed so that they can contact their representatives.

The Continuing Education Committee, along with the Staff Development Committee, has created several webinars for both librarians and staff development, including one on cataloguing and one on E-Books and E-Readers in the library.

TLA has a new fabulous website (<http://tnla.org>).

Section/Roundtable Reports

GODORT

Tim Dodge gave this report.

GODORT Bylaws Review: As requested by Sandee McAninch, Co-Chair of the SELA Handbook and Bylaws Committee, Tim is reviewing the current SELA GODORT Bylaws. He is also seeking input from the four other SELA GODORT members and will submit approval or suggested changes as needed to Sandee by or before September 1st. The current Bylaws were adopted on November 12, 1982.

U.S. Census Bureau Cuts: In addition to the previously reported plans to cut funding for the Statistical Compendia Branch of the U.S. Census Bureau, the Census Bureau as an entire agency is likely to receive a 25% budget cut. One of the casualties may be the elimination of the very important *Economic Census* issued every five years. The picture looks grim. Tim is monitoring communications from the GOVDOC-L listserv and also from the American Library Association Washington Office for further developments and possible courses of action.

2012 Joint Conference with Georgia COMO: As of this date, Tim has not yet heard back from Chris Sharpe, Chair-Elect of the GLA Government Interest Group nor Haillie Pritchett, the Georgia Regional Depository Coordinator, about their level of interest in co-sponsoring a Government Documents-related program at the 2012 SELA/Georgia COMO Joint conference.

He will pursue this further soon. He realizes that the 2011 Georgia COMO Conference takes place October 5-7 in Athens, which, at this point, might make focusing on the October 2012 possible joint co-sponsorship of a program a matter of lower priority for Mr./Ms. Sharpe and Ms. Pritchett.

SELA Paraprofessional Roundtable

Sue Knoche gave the report.

Sue announced that since the SELA Paraprofessional Roundtable (SPPRT) has only four members, it had been suggested that they investigate to see if there is enough interest to retain SPPRT as a viable roundtable for SELA. Support staff/paraprofessional groups for twelve state associations were researched to determine if there may be interest in promoting SELA membership to these groups. The information received from the various states was included on a chart and distributed to each SELA Executive Board member at the meeting.

She reported that all states do have an active program within their state association. Some states have memberships for paraprofessionals/support staff on a sliding salary scale, while others have special joint membership dues.

Sue recommended that SPPRT be disbanded. She suggested that SELA contact these support staff/paraprofessional groups and communicate that SELA does have membership opportunities for support staff. She noted that three of these groups responded to her email and acknowledged that they were unaware that support staff could join SELA. Sue recommended that more discussion is needed and that this issue will be discussed during the next SELA Executive Board meeting.

Trustees and Friends Section

Gordon Baker gave the report.

As chair of the Trustees and Friends Section of SELA, Gordon sent letters to local state chapters offering to collaborate with states on session planning. No one responded. He will attempt this again this year.

Committee Reports

Budget Committee

Kathleen Imhoff did not have anything to report.

Continuing Education

Laura Slavin gave the report.

Laura announced that the committee has awarded the Frankenthaler Scholarship to Nina Rose, of Florida. She will coordinate with Nina to send her the \$1,000.00 award. Nina's picture and bio will appear in the next issue of *The Southeastern Librarian*.

Laura also stated that the committee members are making preparations to hold its first professional development online session for SELA members.

Membership & Mentoring Committee

Hal Mendelsohn gave the report.

Hal announced that the Membership and Mentoring Committee has accomplished one of its major goals – an online survey for those individuals who are joining or renewing their SELA Membership.

He noted that the committee is currently developing a list of benefits and opportunities for SELA Members.

Some of the committee's future projecting include updating and improving the SELA Mentoring Program and incorporating Social Media tools (Facebook; Twitter; mobile applications) on the SELA web site and /or membership page. The committee will work on methods it can use to communicate with SELA members about these tools. Another future project concerns the development of a poster session and program for the 2012 SELA Conference.

Nominating Committee

Kathleen Imhoff gave the report.

She announced that she is looking for volunteers to run for SELA office for the 2012-2013 biennium.

Planning Committee

Camille McCutcheon gave the report.

The Planning Committee will meet during the conference to revise the section of the *SELA Handbook* that relates to the purpose and duties of the committee. The committee will also begin its discussion of issues it will address during this biennium.

Old Business

a. West Virginia Library Association Conference 2011

President Seigler reminded everyone that the dates for the West Virginia Library Association Conference are October 5-7, 2011, in Charleston, West Virginia.

SELA members who attend will pay the same conference rate as WVLA members.

b. Georgia Conference 2012

Gordon Baker reminded everyone that the next SELA Joint Conference will be in conjunction with the 2012 Georgia COMO Conference in Macon. The dates for the conference will be October 3 - 5, 2012.

c. Emergency Relief – Project Inkslinger

President Seigler stated that SELA has the opportunity to partner with American Mensa on Project Inkslinger to provide emergency relief to libraries that suffer a disaster. Mensa has 10,000 members in the Southeast but has no practical way of identifying libraries that need assistance or what kind of materials they need. SELA would act as the go-between and help coordinate the donations. Project Inkslinger's initial action was to list the relief sites for Tuscaloosa school libraries on its listserv and Facebook page.

d. Facebook

President Seigler noted that the SELA Facebook page is now available to all SELA members, and it is updated regularly. He encouraged everyone attending the board meeting to join the page and use it.

e. Arkansas Members

President Seigler reported that SELA still has not received the \$1000 from the Arkansas Library Association. Kathleen Imhoff commented that she would contact Dwayne Gordon to find out what was going on.

f. Southeastern Librarian

President Seigler mentioned that Perry Bratcher was unable to be at this morning's meeting but would attend the conference later on today. Perry did submit a report and has found a new printer that will print *The Southeastern Librarian* for \$4,000 per issue, which would allow the association to continue alternating print and online issues.

g. Continuing Education Clearinghouse

President Seigler noted that SELA should utilize its members to establish a region-wide listing for online continuing education classes. Several states require librarians and media specialists to take varying hours of CEUs, while other librarians simply need the classes to upgrade their skills. He asked that state representatives assume responsibility for posting listings on the listserv and the Facebook page and that they forward announcements to the webmaster.

h. Constitution and Bylaws

Evelyn Merk gave the report.

Evelyn reported that she has four different versions of the *SELA Handbook* which she has been comparing and putting together into one document from which the Constitution & Bylaws Committee can work. Sandee McAninch is working on the revision of the histories of the SELA committees, round tables, and sections and is contacting the various sections and round tables concerning updating their portions of the *SELA Handbook*.

i. Dues structure

Camille McCutcheon mentioned that the Planning Committee might examine the SELA

dues structure during this biennium.

New Business

a. Resume Review Program

President Seigler proposed that SELA provide a resume review program for librarians and students looking for jobs. Librarians and students could send copies of their resumes to SELA volunteers for review. The reviews could be as simple as proofreading to making suggestions for improvements that would make the resumes stand out.

b. Regionwide Job Bank

President Seigler suggested that SELA utilize all its social networking resources to publicize library positions in the South. SELA should list every state jobline on its website, post position announcements on its Facebook page, and send them out through the listserv.

Open Discussion – Comments, Suggestions, Ideas

Gordon Baker mentioned that the SELA Executive Board would use WebEx during its next online meeting.

Adjourn

The meeting was adjourned at 12:53 p.m.

Respectfully submitted,

Camille McCutcheon
SELA Secretary

**Addendum to the August 12, 2011
SELA Executive Board Meeting Minutes
Reporting Session
August 13, 2011**

Section/Round Table Reports

School & Children's Librarians Section

Joseph S. Freedman gave the report.

Joseph announced that he is reporting as Chair-Elect of the School and Children's Libraries Section.

The section is planning to organize two sessions for the upcoming SELA / Georgia COMO Conference in Macon, Georgia.

One session will focus on school library issues. Tentatively, they hope to organize a panel of the librarians (employed in state departments of education) who represent school librarians in their respective states.

The other session will focus on children's librarians. Prior to the SELA Summer Conference, Joseph spoke with Charlotte Johnston (Chair, School and Children's Libraries Section) concerning a possible program in which panelists/presenters would discuss how they would use the works of authors who have been invited to the conference.

Joseph spoke with Charlotte following the conference. They decided that another possible topic for a conference session would be a panel discussion of librarians in state libraries who are responsible for children's librarianship in their respective states.

Joseph spoke with Laura Slavin concerning her plans to offer continuing education and staff development sessions for SELA using the Internet and the appropriate web-based applications. School and children's librarians would be able to participate in such sessions and potentially earn continuing education hours without having to travel to a conference or workshop.

He mentioned that if SELA had contact with librarians (employed in state departments of education) who represent school librarians in their respective states and with librarians in state libraries who are responsible for children's librarianship in their respective states, these individuals might help the association spread the word within their respective states concerning virtual education sessions. They may also be able to potentially identify speakers / presenters for such virtual education sessions. Ultimately this plan might help the association attract more SELA members. He plans to contact these librarians who work in the state departments of education and in state libraries in the coming months.

Joseph commented that he and Charlotte believe that this is the most feasible way of serving school and children's librarians in SELA states. Many or most of these librarians are not able to

attend the SELA biennial conferences.

Special Libraries Section

Sheila Cork gave the report.

Following the meeting in Birmingham, she once again tried to contact the Special Librarians on the list and received no responses.

Before the Mississippi Library Association Annual Conference in Jackson, Sheila contacted the SELA representative for Mississippi and offered to help staff a table at the conference. However, she found out that SELA was not going to have a display at the conference.

Hal Mendelsohn was the moderator of a panel discussion she organized for the Mississippi Library Association on interning and internships for Special Libraries. He talked about SELA at that meeting, and she discussed SELA with friends who seemed interested in joining.

Committee Reports

Awards Committee

Kara Mullen made the report.

The SELA Awards Committee met during the Summer Conference on August 12, 2011.

The following committee members attended the meeting: Katherine Ott, Kara Mullen, Linda Harris, and Beverly James. One member from the Outstanding Library Program Committee also attended the meeting.

The committee members agreed that they wanted to do three things this year.

- 1) Look over the *SELA Handbook* sections on awards and update/format all the current awards with: Purpose, Duties, History, and Criteria. Each Subcommittee will look at its sections and send Katherine Ott a draft by Sept 30th. Beverly James will send Katherine Ott what she has, and Katherine will distribute this information to the subcommittees.
- 2) Set up a timetable for the awards, which will included in the *SELA Handbook*. Awards are given bi-annually so the timeline will be based on a twenty-four month cycle. Written into the timeline will be what to do with awards if the conference is in the spring or if the SELA conferences are back to back. The committee also wants the timeline linked on the SELA web site.
- 3) The committee members would like to investigate other awards that they can present. One idea presented and approved was to see what awards the member states give out and create a regional award from the awards already presented by the state. This will allow a created pool of winners from the state awards. After the first two projects are completed, they will begin looking into the individual state awards.

Constitution and Bylaws Committee

Evelyn Merk gave the report.

At the SELA Summer Conference, she met with the committee chairs concerning their committee descriptions and histories. She also met with as many section and round table chairs as she could in the time available.

Continuing Education

Laura Slavin gave the report.

She noted that the following committee members met during the SELA Summer Conference: Laura Slavin, Joe Freedman, and Shawna Thorup.

She mentioned that President Seigler has asked the committee to look into creating a database of online training opportunities for Southeast librarians. Laura reported that she will bring this issue to the attention of the full committee for discussion and suggestions for implementation.

Joe Freedman discussed his efforts to acquire funding for the new member scholarships formerly sponsored by Gale. He has been unsuccessful in his repeated attempts to discuss this with EBSCO. Gordon Baker provided the name of a new contact at EBSCO. Joe will follow up.

Intellectual Freedom Committee

Sheila Cork gave the report.

Following the meeting in Birmingham, she emailed and tried to contact all the members of the IF committee who were listed in the SELA Leadership Directory. She received one response.

Membership & Mentoring Committee

Hal Mendelsohn gave the report.

The following committee members attended the meeting during the SELA Summer Conference: Sue Alexander, Sue Knoche, and Hal Mendelsohn. Several non-committee members, including Sheila Cork and Bill Nelson, sat in and provided feedback.

The committee addressed the following topics during its meeting: list of opportunities and benefits for joining SELA, how to improve the Mentoring Program, and poster session ideas for the 2012 SELA Joint Conference with Georgia COMO.

Planning Committee

Camille McCutcheon gave the report.

The committee met during the SELA Summer Conference on August 12th and 13th. The following members attended the meetings: Perry Bratcher, Sue Knoche, Linda Harris, Camille McCutcheon, and Gregory Walker. Kara Mullen attended the meeting on August 13th.

The committee completed its revisions of the purpose and duties section of the *SELA Handbook* that relates to the Planning Committee. The committee also discussed several recommendations that it would like to bring before the SELA Executive Board during the next meeting in November.