LSAA Board Meeting Minutes
Library School Alumni Association
Board Meeting Minutes
Nanette’s Home, August 18, 2006

Attendees
Diana Stroud, Patti Grove, Beth Larkee, Jane Kauzlaric, Mary Wilkes Towner, Mike Ragen, Terren Wein, Laura Barnes, Nanette Wargo Donohue, Donna Dziedzic (via phone), Melissa Zilic, John Unsworth, Mary Ellen Davis, Catherine Oedewaldt

Welcome
Introductions. Student rep Molly Sauder is unable to serve on the board. We have no PhD student rep on the board. John said that it does not matter whether/not the students are in masters/CAS/PhD. We will look into asking another student to be a rep, specifically a PhD student.

Approval of Agenda & Minutes
Donna moved to approve the agenda. Laura second. All in favor. Motion passed. Corrections to the Minutes – Nanette’s first name misspelled in a couple places. Laura moved to approve the Minutes. Mary Ellen second. All in favor. Motion passed.

Dean’s Report

Library Trends editor Retirement
Calls from alumni in regard to Library Journal article on the forced retirement of editor of Library Trends, Wilf Lancaster.
This is due to a change in policy from the Board of Trustees concerning rehiring of retired employees. Initially the policy was uniformly applied and required Provost office approval for any exceptions. GSLIS received an exception to grant Wilf Lancaster an additional year; that additional year was granted last year and is now over.
Over the summer, at July Board of Trustees meeting, there was a change in policy that departments may rehire teaching faculty without approval. This still limits administrative work for payment on state funds (grant funded is ok). This can’t be negotiated with the Provost.

LAMP Grant
IMLS funding was granted for the LAMP project, which is aimed at increasing enrollment of underrepresented groups in the program; the master’s program is the focus, but the project will also consider undergrad and eventually faculty.
The scope includes identify promising undergrads and eventually staff, to take part in a summer program to introduction them to LIS. Try to funnel from the summer program into LIS programs in the area.

- Rae Anne is the PI on this
- First summer program held WI-Madison
• Funding $1 million
• LEEP minority enrollment is about 2x what it is on campus

**Bioinformatics Program**

Begun enrolling bioinformatics students.
IMLS grant came through for curriculum development around scientific data curation, which is helpful for CAS in Digital Libraries and masters program as well.
Most applicants have PhDs already.

**John’s Trip to China**

John visited Beijing, Shanghai, Nanjing, Hanzhou

• Lian Ruan (PhD, FireService Institute Library) presented during a summer program for Chinese academic librarians
• Simultaneous translations were done by the Chinese student group, which is very involved in execution of Chinese summer library program.
• Helping to build Chinese network, since Chinese students are consistently the largest percentage of international students at GSLIS. This also helps to build an international alumni and professional network for graduate students.
• Discussed 1+1 agreements, which involved a master's degree in 1 year at a Chinese University and recommendation for admissions process for GSLIS. They would go through the regular admissions process, but looked after by a special committee, then do a masters here in 1 year, which is fully funded by the home institution.
• Discussed visa issues with consulate in both Beijing and Shanghai. This summer, only about 50 percent of students were able to come to summer program, due to visa issues.

**Enrollment**

Gearing up for new semester.
Holding steady at about 500 students overall, 50/50 LEEP/on campus. Encouraging movement thru PhD program more quickly – but is remaining relatively the same.

**GSLIS Budget & GSLIS Space**

Asked provost about space issues.

• GSLIS would like to use the space occupied by CARLI.
• CARLI currently has two places in Urbana – neither has good parking nor is easy to find. Since they do a lot of training, these issues are more acute. John may have found a space for CARLI, will report on next meeting.

Asked provost for increase to GSLIS budget for this year.

• The budget increased over 30 percent last year. The change that happened in 1 year was approximately $1 million and is less than many other unit increases. The 30% increase was permanent money. They are still in discussions. University is generous to us for special needs, but not necessarily overall (i.e. block grant).
• GSLIS has outgrown the resources we have. The Campaign continues to be important.
Alumni Relations and Development Report

- See Page 4 of agenda packet.

New Alumni Benefits

New Alice Campbell Alumni Center open. We will have opportunities to use this space. Open before/after football games to alumni/friends.

- Can we hold our meetings there? Yes, but fee involved $100. (Discounted from $200)
- John will cover fee to try it to see how people like it
- Donna would like to get a tour
- Unhappy that constituent clubs of the org. still have to pay for the room use.

Alumni given online library access to Proquest databases. Announcement is in the alumni magazine. We’re sending letters.

Alumni Events & Involvement

- Participating in Illinois Symphony Orchestra Concert At Orchestra Hall, Chic, Nov. 19, We will be helping with reception. Presence importance; considering brunch/lunch to meet with other alums
- Alumni Association Student outreach – recruiting incoming students, alumni
- Alumni Scholars – interesting activities hosting in various areas, mostly during the day and focused on retirees.
- When encouraging people to join alumni association – encourage them to put the GSLIS code in (UD31), so that we can get the monetary benefit that comes with that; may be able to retroactively do this (as in with hotels for credit for filling their block)
- Idea of Total Advancement – alumni groups participating in development, like the idea of the cards and the matches to encourage people.

Conferences

- ALA – (about $10K away from goal to meet the provost match), developed a card to add to challenge fund at ALA reception, brought in $3K plus, earned matched from LSAA. About $1850 away from goal. 135-150 people.
- SLA, MLA, & Law Librarians Association meetings; had receptions
- October – going to ILA and Joint Conference for Librarians of Color (Texas)
- I-schools conf. (Ann Arbor, NEW), on listserv, getting information for the campaign on number of endowed chairs, etc.
- October – University [UIUC] to develop called Illinois Women’s Connection, San Francisco, CA. Will be regularly held meeting. May help develop GSLIS alumni group out there.

Campaign Committee

Campaign committee – next meeting (Sept. 14) on campus during foundation week

- Fall kick off silent campaign with volunteers
- $9MM campaign by 2011, at 52.2% this June, raised 4.7MM
- Campaign for Prairienet – They launched an email campaign, which was initiated by Prairienet and sent to all people who host weblists. They asked these people to ask their weblists for funds.. Prairienet surpassed their goal of $5,000. They had both good
responses financially (raised $9,867) and wonderful testimonials. Prairienet now wants to hit $10,000. It has campus attention because they are surprised about the response from the depth/breath of locations (i.e. Prairienet is being used around the country e.g. Dallas, etc.)

• Bad news – the annual fund campaign is down 14.8%, the number of donors has increased, but the gifts are smaller. The campus is looking to centralizing annual fund efforts. Annual fund letters and mailing will come on more standardized letterhead than what is usual. Some LSAA donors were confused about this because their letters came from UIUC. instead of LSAA. They are trying to simplify process, but this approach is not as personalized. The cards they receive are personalized based on past giving, but they will need to fill out where they want their money to go. If anyone in LSAA receives one and has feedback, let Diana know.
  o Suggestions included sending an email at the same time the mailings are sent to tell people to look for it and inform them about what is going on at GSLIS.
  o Increased with first time donors
  o A little better with repeat donors
  o Letters go out within the next week or so for new donors
  o First mailing for repeat in Sept.

• Total gift commitments 1.4MM up 9.4% for year.
• Since last meeting, we recorded 4 additional estate gifts (3 recorded next year – expected range between $3,000-4,000).

LSAA Website

• We’ve received feedback on updates. The website really needs to be updated.
• Put under same content management system as GSLIS that gives a web accessible way of updating the content, which is easier for Marlo or a student to update. All were in agreement that the page should go in this direction.
• Diana will move forward with this for this Fall.
• Establish one point of contact for website updates. Everyone send to Diana who will forward on to get it updated.

Awards

• Donna received letter from the student who received the Alumni Association Award
• Chicago Illini of the Year Award, we haven’t nominated anyone before, do we want to? Need to fill in form, due Aug. 31
  o Mike suggested Mary Dempsey

Annual Report

Mary & Donna preparing an annual report

Committee Reports

Awards

Reorganization
Always chaired by VP – Mary Ellen.
Mary Ellen and Diana work together to add members of the committees.
John is also on the committee.
The committee may want to send out for nominations in early December. Nominations are submitted to Diana.

**Update**
Nothing to report.
Great job with reception.
Podium and microphone were helpful.

**Bylaws**
Reorganization
Laura continue as chair. Mary Ellen will assist.

**Update**
UIAA looked through. They did not have issues.
Mary Ellen and Laura explained the highlights, mostly procedures were removed from the bylaws and VP/Pres/Past duties were clarified.
Some typo corrections were suggested
All in favor to approve new bylaws. Motion passed.

**Communications/Membership**
Reorganization
Stephanie has been for the last 2 years and will continue. Orange post card. Terren will help.
Should we keep a separate Membership Committee? Hold question for next meeting when Stephanie is here.

**Update**
Stephanie not here. Mary Ellen has no report.

**Fellowship**
Reorganization
Raising money for Alumni challenge. Donna will take on. Mike will help.

**Update**
No questions.

**Finance**
Reorganization
Mary continue, as treasurer. Nanette will be on committee. Diana will help.

**Update**
- Mary reported
- Contacted past treasurers to determine financial history. Nanette will retrieve 7 boxes of financial LSAA information from John Littlewood.
  - Also U. Archives has LSAA files.
  - These additional boxes will be housed in U. Archives after triaged by archive students in GSLIS classes
- Working on consolidation plans. Constituent group is well funded, more than 100 years old, just joined in 1980. Fairly independent of Alumni Assoc. complicated financial set up. Had been spending endowment in violation of the bylaws due to misdirection.
  - The stock was sold last year. The origin of the stock was a LSAA purchase investment from years ago. The stock that was sold netted about $40K. Over
$60K is in the money market account. Will use $20K to reimburse the endowment fund, now called the historic endowment fund.
  - Historic endowment fund, set up by a bequest from the 1980s, proceeds to be used for programs as specified in contract. About 10 years ago board decided to reinvest it. 10-15 years before reaches 150K target. Money will be reinvested.
  - Do we want to add Banner account to the historical endowment? Laura moved to pull money in Banner deposit in Busey account, Nanette seconded, all were in favor, the motion passed.
    - Proposed budget
      - Mary Ellen moved to approve, Nanette seconded, all were in favor, the motion passed.
    - Moved double paper bookkeeping method to Excel.
    - Consolidate – and have just 2 accounts.
    - Suggest communications committee write job description.
    - UIAA requires annual report, will start working on this.

Networking & Receptions
Reorganization
Usually Diana, Diana will continue. Beth and Jane to help.
Update
See Diana’s notes above

Nominations
Reorganization
Donna (past president)
Update
Donna will get into contact with Diana on the number of positions and names, etc.

Student Outreach
Reorganization
Nanette chair, plus 4 student reps
Update
Speaker’s Bureau for students and faculty to use
Scope: student groups can use alumni database for speakers – either in person or LEEP; may also serve for students to find mentor
LSAA should be at the orientation information fair
Alternate spring break – looking for alums to host
Laura moves to approve the Speaker’s Bureau project. Mike seconds.

Return to top

Old Business

Alumni Association
Some alumni don’t want to join because they don’t want to support the Chief, we can always suggest that they donate to GSLIS directly
New Business

Webpage
Updated.

Next Meeting
Moved to November 17th at GSLIS, room 109, 10am-2pm. John, Laura will not be there

Adjourn
Laura moves. Jane seconds.

Post Meeting Notes
Original minutes created by Melissa Zilic and sent November 6, 2007.
Approval of the minutes, with small corrections (typos, misspellings, addition of this metadata) was given April 27 2007.