

DRAFT MINUTES
RBMS Membership & Professional Development Committee

ALA Midwinter Meeting - Boston, MA
Saturday, January 17, 2010
10:30 AM - 12:00 PM
Hyatt Regency, Plymouth Room

Members present: Katie Carr (Missouri), Heather Cole (Harvard), Donna Davey, Chair (Tamiment, NYU), Eva Guggemos (Yale), Diane Warner (Texas Tech), Sue Walker (Yale), Deborah Whiteman (Santa Clara)

Not present: Debbie Cribbs (St. Louis Mercantile Library), Kasia Leousis (Washington University, St. Louis)

Guests: Ana Guimaraes (Cornell), Mike Kelly (Amherst), Mary Lacy (Library of Congress), Ann Marie Lane (Wyoming), Veronica Reyes-Escudero, Diversity Committee Liaison (Arizona)

1. Welcome and introductions

2. Selection of recorder and finalization of agenda

Heather Cole volunteered to record the minutes and the final agenda was presented.

3. Approval of minutes from 7/11/09 meeting at ALA Annual in Chicago, IL

Motions no longer necessary to approve minutes; minutes from July 11, 2009 meeting at ALA Annual were unanimously approved by the Committee.

4. Career FAQ and Committee Website - E. Guggemos

The Committee now has ownership of its portion on the RBMS website, http://www.rbms.info/committees/membership_and_professional/index.shtml

The website has been managed by Eva Guggemos and Debbie Cribbs for the last year. Eva and Debbie have been maintaining a 24-hour turnaround time for updates, which is working well so far. Eva will be meeting with members of the Publications Committee at Midwinter to go over any issues.

The New-to-the-Profession-FAQ subcommittee compiled answers to the previously-drafted questions, and all the entries have now been proofread and the links have been checked. Eva moved the FAQ to an open-source Drupal platform. It is not a wiki, but anyone can edit the entries without needing to know code. Eva will meet with the Publications/Web Committee to learn whether we can maintain the resource on Drupal or whether it must be moved to another platform. We prefer that everyone have access. [Note: Subsequent to this meeting the Publications Committee endorsed M&PD's use of Drupal for the FAQ. Should they decline to support Drupal in the future, we will move the FAQ to another platform, but for now it is fine.]

A link to the FAQ will be sent to the Executive Committee for approval. Thank you to everyone on the committee who has worked on the FAQ. We hope this will be a great resource. Special thanks are due to Eva Guggemos for her leadership on the FAQ initiative.

5. Educational Opportunities Directory - H. Cole

As previously reported, there was a good response rate for the directory; forty out of the fifty-five contacted institutions responded. All of the updates are now on the website, http://www.rbms.info/committees/membership_and_professional/educational_opportunities/index.shtml Debbie added a line to each entry to record when each was last updated. Heather will compile the list again in 2010.

6. Regional Workshops Committee - H. Cole

This now-formalized committee is composed of two members nominated by the chair of the Membership & Professional Development Committee (Heather Cole and Kasis Kleousis), one member nominated by the chair of the Budget & Development Committee, one member nominated by the chair of the Conference Development Committee, and one of the at-large members of the Executive Committee, along with any other members the vice-chair/chair-elect may wish to appoint. The full charge is available on ALA Connect at <http://connect.ala.org/node/87450> The Regional Workshops Committee is responsible for initiating and coordinating a program for presenting RBMS preconference workshops throughout the year in regional settings. The committee will meet on January 17, 2010 at 4:00.

7. Mentoring Program Report - D. Davey

The mentoring program has been a bit less popular than the Buddy Program; this may be because it is more of a time commitment. 72 pairs have been matched since December 2004, and 7 pairs since ALA Annual in 2009. Donna still has two outstanding requests for mentors. An online evaluation was started last year, and was intended to be sent to mentors and mentees since 2007 to collect "legacy" data, but much of the contact information is now outdated. Evaluations were sent to 15 people and 6 replied. This was not enough of a response to draw adequate conclusions. We should continue to distribute evaluations anyway, however, as good feedback was still obtained. Some of the suggestions included requests to match people who are geographically closer to one another or have more similar interests, but Donna acknowledges that there are not really enough volunteers to match pairs at that level. Another evaluation suggested the creation of a guidebook to assist mentors. It was also suggested that the program administrator send out more reminders to mentors to consistently contact their mentees since the match is meant to be a one year commitment.

8. Buddy Program Report - D. Davey (for D. Cribbs and K. Leousis)

The Buddy Program has been consistently popular, and participants are very enthusiastic about it.

In 2009, there were 27 buddy requesters and 19 volunteers. 34 people replied to the evaluation, and most responses were very positive. 41% said the experience was excellent. 80% said they would like to be an active member of RBMS. 100% of buddy requesters felt welcome at the event. 93% of buddy requesters felt the program helped them navigate the event they attended

and helped them learn more about RBMS. 88% were interested in being a buddy now or in a few years.

Comments included that the opening reception was helpful, that it might be helpful to match pairs earlier, that we should encourage pairs to share their travel plans, and perhaps to hold an additional buddy program-specific restaurant night to give pairs another opportunity to connect. Everyone agreed that it was very helpful to have a designated meeting place for buddies at the preconference orientation.

A new evaluation form has been created for 2010 and will be sent out to participants after the Preconference and Conference this summer.

9. Scholarship Committee - D. Warner

This had been an ad hoc committee, active for a number of years, and is now a regular committee. The Executive Committee is drafting a formal charge and will vote on it after Midwinter. The Scholarships Committee will award the preconference scholarships, and will include (current or past) members from the Diversity Committee, the Budget and Development Committee, and the Membership and Professional Development Committee.

The Committee will begin this year's work soon; decisions will be made by the end of April. Last year, RBMS received a 2:1 matching grant from ACRL for scholarships; this year there will be an even bigger match. The amount of money awarded to each scholarship recipient increased last year as well.

The Committee has always completed their work virtually, and Diane thinks that will continue.

10. Diversity Committee Liaison - V. Reyes

The Committee conducted a recruitment presentation at the Boston Public Library in conjunction with Simmons's library school. There was a lower turnout than was expected. The Committee will be applying a toolkit seminar for the larger RBMS membership; it is time for RBMS to do this sort of outreach at a local level. The Diversity Committee will also need a new liaison from Membership and Professional Development. The Diversity Committee is currently struggling for membership, and it would be beneficial to have a member from our committee see what Diversity is doing.

11. RBMS presence at the ACRL Booth

Donna asked committee members to consider volunteering for shifts at the ACRL booth on the exhibit floor.

12. Letters to new/reinstated/dropped members

Since August 2009, Donna sent out 78 letters to new members and 7 letters to reinstated members for the period May through August 2009. ALA has been working on their membership database to eliminate duplicate entries. This cleanup has made membership statistics appear lower than expected. Overall membership has declined about 2%.

In 2009, there were 12,473 members of ACRL, and in 2008 there were ½% fewer. As of November 2009, there were 1,730 members of RBMS, and in 2008 there were 2.2% fewer.

79 new members and 15 reinstated members joined RBMS during September, October, and November of 2009 and letters will go out to those individuals after Midwinter.

13. Preconference Planning

a) Orientation and Introduction to RBMS

Donna has not yet begun to work on this for 2010. The feedback from last year's program was very positive - attendees liked the use of the slide presentation of committee chair headshots, the abbreviated introductory speeches were good, and everything fit neatly into the hour allotted. M&PD will once again collect headshots, which involves contacting each committee chair and requesting an image. Donna is looking for a volunteer to coordinate this for this year's preconference. The volunteer will need to begin contacting people in April.

b) New Members' Event - D. Whiteman

Deborah has started work for this year's event; she is in touch with this year's local arrangements committee, and they are currently looking for a venue. Deborah will need a volunteer to help her with planning; the volunteer will be expected to coordinate the 2011 new members' event with a new assistant. [Note: Katie Carr volunteered to assist with the New Members' Event.]

14. ABAA Liaison - K. Carr

RBMS does not currently have a captain for the Los Angeles Book Fair, and we need one; RBMS will not have a booth at the fair otherwise. The captain is in charge of obtaining volunteers and collecting all the necessary materials. The LA book fair is only every other year. Katie will contact special collections and library schools in the area to see if anyone is interested, and Donna will announce the vacancy at Info Exchange. [Note: Nina Schneider subsequently volunteered to be LA book fair captain.]

15. Liaison Reports:

ACRL Professional Development Coordinating Committee

No report. The committee meets at the same time as RBMS M&PD.

ACRL Membership Advisory Committee

Meets during RBMS Info Exchange. The Committee has an Action Form before the ACRL Executive Board to change the structure of the Membership committee. It currently has 17 ex officio members and 7 current members. The committee is proposing a new membership coordinating committee with four component committees:

- 1) Membership Promotion Committee
- 2) Membership Recruitment Committee (this would be a pilot virtual committee)
- 3) Membership Retention Committee
- 4) Section membership Committee

The Action Form is available on ALA Connect at <http://connect.ala.org/node/65341> (ALA username and password are required to log in).

16. Committee membership and assignments

Members of the committee who are currently on their first two-year term will have the opportunity to renew their membership. Members who will be finishing their second terms after ALA Annual will rotate off the committee.

Current assignments and volunteer opportunities are as follows:

- Recorder of Minutes MW2010: Heather Cole
- FAQ Project Leader 2010: Eva Guggemos
- Web Editors 2010: Eva Guggemos, Debbie Cribbs
- Educational Opportunities Directory Coordinator 2010: Heather Cole
- Buddy Program Coordinator 2010: Debbie Cribbs; Assistant: Kasia Leousis
- Buddy Program Coordinator 2011: Kasia Leousis; Assistant: TBD in 2011
- ABAA Book Fair Liaison 2010: Katie Carr
- New Members Social Preconf Coordinator 2010: Deborah Whiteman; Assistant: Katie Carr
- New Members Social Preconf Coordinator 2011: Katie Carr; Assistant: TBD in 2011
- Liaison to Diversity Committee 2010: TBD
- Preconference Head Shots Coordinator 2010: TBD
- Mentoring Program, Letters to members, Preconf Orientation, Newsletter, Info Exchange, ACRL PDCC Liaison, ACRL MAC Liaison: Chair, Donna Davey

New Committee Assignments:

Scholarships Committee 2010-2012: Diane Warner, Chair; Deborah Whiteman

Regional Workshops Committee 2010-2012: Kasia Leousis; Heather Cole

17. New Business

Committee members expressed more interest in the regional workshops. The workshop on instruction from the 2009 preconference was very popular. The workshops should try to focus on areas of the country that are not well-served, such as the south. The workshops committee should also look into contacted regional historical societies and libraries unconnected with academia.

This meeting adjourned at 11:16 AM.

Respectfully submitted,
Heather Cole