

AWSL Minutes: Telephone Conference Call
March 20, 2007
1:30 PM to 2:30 PM

Present: Stephen Johnson, Barbara Arnold, Ulrike Dieterle, Julie Schnieder (chair), Connie Von Der Heide, Bob Shaw, Amy Gannaway, Mary Kotschi, Loretta Harmatuck

- 1. Introductions**
- 2. 2006 Fall Business Meeting minutes:** Motion to approve by Von der Heide and second by Harmatuck. Minutes approved. (Available online at the AWSL website: <http://www.wla.lib.wi.us/aws/>)
- 3. Membership report**
 - a. As of 3/15/07: 58 individual members (data from WLA office). In February 2006 there were 44 members and in February 2005 there were 53 individual members. The best comparison is made at the end of the calendar year but as of now we have increased membership. Numbers do not include institutional members.
- 4. Newsletter and web site**
 - a. Schneider noted that other organizations rely on a single communications chair/committee, rather than separate print and web communications. To that end, could the newsletter and web site positions be combined and replaced with a single individual who could think of communication as a whole, and utilize the web presence more robustly. We could put news items on the web site and/or WLA blog. We could submit materials to the WLA newsletter. (Currently the WLA newsletter does not include much information about special libraries.)
 - b. Schneider also noted that Wixon would like to step down as webmaster.
 - c. Discussion:
 - i. Certain features, such as the featured librarian/library, are nice but could be done in a different format. Newsletter only comes out twice/year.
 - ii. How much do members value newsletter? It's not listed as a membership benefit on AWSL web site.
 - iii. Stats: How many times has the newsletter been downloaded from the AWSL web site? Shaw could ask Tom at WiLS for stats.
 - iv. How many members don't have email access? Harmatuck seems to remember that a few don't have email. It's a very small number.
 - v. Should we do a membership survey regarding importance of newsletter? Schneider will develop survey on Survey Monkey and send it out to AWSL list. We'll print the survey and send it to members who don't have email.
 - vi. We'll put off the next newsletter until we have survey comments.
 - vii. Arnold will check with Jim (WLA newsletter editor) regarding adding AWSL content.
 - viii. Arnold pointed out that LLAW and SLA-WI have electronic newsletters and maybe we should be providing news items to these groups as well so they could link to them.
- 5. Report and discussion of the AWSL program and special library tour proposals for the WLA Fall Conference at Green Bay, October 16-19. Theme is "Libraries in the Here and Now" (Deadline is Mar. 26.)**

- a. Special library tour proposal: St. Norbert Abbey archives (early afternoon Oct. 16 or 17). Johnson will follow up to get this scheduled
 - b. Potential programs
 - i. Co-sponsor with CSRT? “Appreciative inquiry” We agreed to co-sponsor this program
 - ii. Co-sponsor with RESS? “Taking care of the #1 person in your life – you” (would be a professional speaker) Question regarding whether there would this require funding for the speaker fee.
 - iii. Contacted Debbie Cardinal at WHO about co-sponsoring a session. The WHO session last year was not well-attended so Debbie isn’t sure what they want to do this year.
 - iv. Program topic on Archives? Arold suggested someone from MGE, or an academic archivist at the Area Research Center in GB.
 - v. Serious games and simulations (or learning games and simulations): Dieterle will be doing something at a distance ed teaching conference in August so she can take that program and make it more library-specific for WLA. Maybe we could bring some people from the games and simulations special interest group in on it.
 - vi. Project regarding OCLC featuring librarian at Veteran’s Museum: Shaw will check into this
 - c. Business meeting will take place right before tour on Wednesday or Thursday.
- 6. AWSL Officer Reports**
- a. Chair – Julie Schneider**
 - i. Continuing w/ special libraries directory. WLA will send out feeler messages via mail – gather info on ILL, walk-ins, reference via phone, walk-in, email
 - b. Vice Chair’s Report – Stephen Johnson**
 - i. No report
 - c. Past-Chair Report – Loretta Harmatuck**
 - i. No report
 - d. WLA Board Representative – Mary Kotschi**
 - i. Feb. meeting: UW-Madison SLIS class presented a proposed redesign of the WLA web site as a class project. The current site is standards compliant but needs some navigation help.
 - Consistency between web and print doesn’t match up
 - Timely maintenance/updates
 - Need to enforce existing standards for AWSL, WAPL, etc.
 - ii. Dec. meeting is a two-day meeting: Because the Board appointment is three years, content can be repetitive at this meeting for returning leaders. Returning leaders don’t need all of the organizational information. The Board will gathering at WLA fall conference.
 - iii. M & I wealth management report: Overview of finances/investments for WLA and look at investment goals of organization. Long-term investment objective is growth.
 - iv. Issues/priorities for 2007: Strategic plan – Reducing five goals to three: advocacy, community, education.

v. Next meeting: April 13 at WLA office.

7. Committee Reports

a. Committee on Organizations – Connie Von Der Heide

- i. Meeting last Friday (3/16): WLA board approved having one set of by-laws for the entire organization so we don't have to have our own by-laws
- ii. Policies and procedures: These will replace our by-laws and COO is developing a template for these (using WAPL as a guinea pig)
- iii. No requirement to have an in-person general business meeting but it's nice to do so
- iv. Important to make it clear that it's a business meeting for all AWSL members
- v. Suggestion to include this in survey: Should we have a general business meeting instead of a written annual report? Could do brown bag/discussion too.

b. Library Development & Legislative Committee – Julie Schneider

- i. Co-chaired Library legislative day and it went very well. Discussion w/ legislators regarding how everyone benefits from strong libraries.

c. Membership – Ulrike Dieterle (see #3 above)

d. Newsletter – Ulrike Dieterle & Bob Shaw (see #4 above)

e. Publicity – Amy Gannaway

- i. No report

f. WLA Foundation Scholarships Committee – Barbara Arnold

- i. Going to continue serving but not chairing the committee. Schedule is on web site – deadlines are August 1 and mid-September

g. Webmaster – Emily Wixson

- i. Looking for someone to take over webmaster role

8. Other Business

- a. Arnold: We Lead Leadership Development committee: Seeking to identify members of WLA who are rising professionals and matching them with members who have more experience. Are recruiting the next set of protégés now (it's coming up on the 3d year). Funding is \$250/year for three years (AWSL hasn't contributed in the past) do we want to solicit funds for a special librarian recruit? Schneider: Health sciences would be interested if a health sciences person was recruited. Arnold: If the funding is there then a health sciences person would be recruited
- b. Von Der Heide will ask LLAW about their interest.

9. Adjourned at 2:26 pm

Respectfully submitted,
Amy Gannaway
Association of Special Librarians (AWSL) Secretary