

AWSL Spring Board Meeting 2018, Minutes  
Wisconsin State Law Library Conference Room  
April 10, 2018

Meeting called to order

**1. Introductions**

Present: Carrie Doyle, Jaime Healy-Plotkin, Anne Moser, Amy O'Shea, Kris Turner (via phone)

**2. Approval of 2017 Fall Business Meeting Minutes:** Carrie moves to approve minutes, Amy seconds. Approved with no corrections.

**3. Additions to the Agenda/Announcements:** None suggested.

**4. Officer Reports**

a. *WLA Board Representative – Kris Turner (via phone)*

Kris reports that WLA is operating about \$30,000-\$40,000 in the red this year and that this is a conscious decision to illustrate to members how important membership and conference revenue is. They are hoping that this tactic will help encourage members to attend conferences and be more active in helping to grow membership. There is a current promotion going on “Be a member, get a member” and members that get a new member to join WLA will be entered into a drawing to win a \$500 airline gift card.

Kris brought up the problems that he saw with the WLA website and is excited to announce that he is now one of four people on the new WLA Communications Working Group (CWG). The CWG is working to revamp the website and will bring their findings to the Website Committee before any major changes are made. The CWG is also working directly with Memberclicks to bring it up to speed and make it functional. The CWG is hoping to find a new centralized way to communicate with all members. Currently all the different sections, roundtables, etc. of WLA use different ways to communicate with their members. This creates the impression that WLA as an org does not actually send out much communication. The CWG is looking for members to help with re-doing the website. The new website will include a “This week @WLA” section, which will be a great way to get AWSL newsletters out to all membership.

WLA is encouraging the creation of Special Interest Groups (SIGs). If members want to make one it's an easy process and there is now information about it on the website. There are three student SIGs including UW iSchool, UW SOIS and Chippewa Valley Technical College which offers a library degree.

WLA staff update: Vanessa left, it was mutual. There is a new social media person so the WLA twitter account is more active and there is the hope that she will help with the new website. Plumer, Tom and Bridget are the only other staff.

Kris or Carrie will ask about whether or not we have to keep the Committee on Appointments active or not.

AWSL should hear back in late May about WLA conference program proposals.

*b. Chair – Jaime Healy-Plotkin*

Jaime submitted a program to WLA “It’s a Trap: How to Avoid Giving Legal Advice via Reference.” She is hopeful that Robin Miller at UW-Eau Claire will be a co-sponsor for the session. The AWSL business meeting is scheduled for Wednesday October 24<sup>th</sup> at noon. Kris submitted a program for Wednesday and the AWSL tour will be on Wednesday. Anne submitted a proposal too but did not specify a day. The tour will be with librarian Eileen Severson at the Library and Health Information Services of Gundersen Lutheran Medical Center. When programs are approved Jaime will work on transportation for the tour and will stay on top of the process due to the issues with past transport. Anne volunteers to lead a walking group to the medical center as it is only about a mile from the conference location.

*c. Past Chair – Lisa Abler: Absent, nothing to report*

## **5. Committee Reports**

*a. Newsletter – Anne*

Article ideas for Spring newsletter: Notes from Chair, Jaime’s trip to Armenia, report from WLA board rep, report on Kris’s session from WLA 2017, state agency librarian(s) profile, report from Membership committee, report from Awards committee. “Be a member, get a member” will be featured at least once, if not twice. Submission to Anne are due May 11, newsletter will be published May 17. Anne will email out a list of who is doing what article.

*b. Webmaster – Anne*

Final draft of minutes (Spring and Fall 2017) needs to be put on website. Jaime will send to Anne via Dropbox. Anne has always wanted to update the label of the “Resources” section of website but has not figured out how to. It seems different groups use this section for different things. Kris will see if he can find out how to change the name. Jaime asks if the Dropbox is up to date with everything that needs to be in there.

*c. Committee on Appointments/ Membership Committee – Carrie*

Kris or Carrie will ask about getting rid of this committee. Jaime asks how we go about getting future appointments (we ask everyone we can think of). Carrie volunteers to be past-chair in the fall. Jaime asks if Carrie can get a list of active AWSL members.

Carrie reports that the WLA Membership Committee is focusing on four tasks of the WLA Board's Revenue Generation Strategy:

- 1) Membership Committee members submitted our choices for the overall theme to promote WLA Membership Growth Initiative to the WLA Board
- 2) Create a Non-Membership Public Librarian Contact List. (Update: Nyama Reed, WLA Membership Committee Chair, will contact public library directors and ask them to forward WLA materials to their staff.)
- 3) Develop "Welcome" materials to introduce new library directors to WLA
- 4) Staff a Membership table at the WAAL, WAPL and WLA Conferences. I volunteered to help at the WAAL and WLA conferences.

## **6. Old Business**

- a. Ideas for outreach/ engaging existing members, attracting new members

UW iSchool orientation is a good way to reach students. As is the summer social. Contacting the iSchool SIG is probably the best way to reach out to them.

Amy brings up the idea of having an AWSL table at WLA annual conference but there are concerns and issues around who would actually staff it (there are not enough of us).

Carrie will ask WLA about having an AWSL brochure at the Membership table at the various conferences.

- b. Role of AWSL within WLA

Anne will talk to Kris about how WLA can support AWSL membership growth.

## **7. New Business**

- a. WLA conference plans

- i. Program, tour and meeting: Discussed earlier in meeting.

- ii. Scholarship: Everyone thinks that the scholarship application should be reviewed to ensure that there are even less barriers to applying. If possible, it would be nice to take away the membership requirement and this could be a way to encourage non-members to apply. How can AWSL advertise the scholarship to the whole AWSL membership, encouraging non-students to

apply? Jaime would like to pass out scholarship info and AWSL brochure at government information day and an upcoming state agency librarian lunch. Does the brochure need to be updated? Carrie will send out the PDF of the brochure that she has. Perhaps WLA can help with updating the brochure, or Anne works with a graphic designer who might be able to work on it.

b. Summer tour- Perhaps the summer tour should be pushed back to the fall to encourage students to attend. If that is the case Carrie would still like to do a social in the summer. The UW Law School can be the tour location again this year since it didn't work out last year. Carrie will ask Kris when he would like to do the tour.

c. July Election of vice chair/ chair elect

## **8. Action Items**

- Newsletter
- Request list of members from Membership Committee
- AWSL brochure, review and update
- Scholarship application form, review, update and advertise
- Mine member list for chair elect possibilities
- Investigate attending orientations at SOIS and Chippewa Valley Technical
- Recruit students to fill secretary position and work as newsletter or website interns

## **9. Adjourn**

Anne motions to adjourn, Carrie seconds.

Meeting adjourns.

Minutes submitted by

Amy O'Shea, Association of Special Librarians (AWSL) 2017-2018 Secretary