Executive Board Meeting on Friday, September 5, 2014
Alexander Library, Rutgers University
Sprague Library, Montclair State University

Attending at Rutgers: Susan Bucks, Mary Mallery, Adriana Mamay, Amanda Piekart, Gracemary Smulewitz, Alyssa Valenti
Excused: Roberta Tipton, Steve Shapiro, Cynthia Coulter

The meeting began at 10:10 AM
Minutes from the July meeting were approved.

President's Report (Nancy Weiner):
- Welcome and introductions.
- The NJLA Strategic Planning Retreat originally scheduled for May will take place September 11. Nancy will be unable to attend and she thanked Denise O'Shea who will attend on behalf of CUS.
- Nancy will attend the orientation for NJLA Conference Program Planners on September 23 at Monroe Public Library.
- VALE: Nancy reported that the call for proposals for the 2015 VALE Users’/NJLA CUS/NJ ACRL Conference will be going out shortly. The theme for the conference in “On the Road to Excellence: Library Pathways to Student and Faculty Success.” The deadline for proposals submission is Friday, October 10. Decisions on proposals will be announced on Monday, November 3. Please advise your committee members. VALE Executive Committee is looking over proposals for keynote speakers and will discuss these at the September meeting. Also, be aware that Eleonora Dubicki and Ray Schwartz will coordinate lightening talks during the conference. A separate announcement will go out for this.

Vice President’s Report (Elizabeth Leonard):
- Elizabeth attended the Marketing Committee meeting in July. She was impressed with their plans, especially with the use of social media to reach constituents and develop new constituents.

NJLA Executive Board Liaison Report (Denise O'Shea):
- Denise did not attend the last meeting but will attend the Strategic Planning meeting, as well as the regular scheduled meetings coming up.
- In preparation for the Strategic Planning meeting, Denise would appreciate if members would email their thoughts, ideas, and feedback on the future direction of NJLA. At the meeting a facilitator will meet with the board and representative from different sections of the organization. They will talk about “doing” NJLA in a different way, looking at models of other state organizations. Depending on feedback, there may be changes made. Some things under discussion include:
  o Should NJLA consider merging with another organization?
  o Should a program coordinator be hired?
Should the organization consider a different model for how dues are collected. Gracemary asked if CUS is locked into the conference with NJLA or can we partner with other ACRL units, for example, NY? The function of academic libraries is very different from that of public libraries. Academic libraries are in a critical situation. Denise remarked that CUS is not prevented from working with other organizations by the current strategic plan, and this is an area worth exploring. Gracemary noted that the recent letter writing and activism surrounding the Middle States issue was successful because it allowed us to interact with the ACRL organization in Maryland and other academic institutions. We are doing the academic libraries a disservice if we don’t interact in this way. Mary noted that CUS has worked with other chapters, for example “The Future of Library Technologies” was done with Delaware Valley Chapter. Some chapters are less receptive, but now is the time to reach out while groups are planning for the year. Gracemary will reach out to other groups to collectively develop relevant programs. Nancy noted that a meeting could be set up with other ACRL Chapter board members.

Legislative Report (Adriana Kuzyszyn)

- No new business to report, but Adriana has signed up to receive the District Dispatch Newsletter out of the ALA Washington office, and she will post/report relevant news.

Committee Reports:

Marketing Committee (Mary Mallery):

- Mary sent email and attachment to the Executive Board members with items to consider:
  - CUS Newsletter Template: Katie Maricic worked with James Keehblner to format a new CUS Newsletter Template.
  - NJLA CUS/ACRL-NJ Chapter social media survey link.
  - Member spotlight for CUS Website: Gary Schmidt volunteered to create a Member Spotlight for the CUS Website. Following the model of the METRO Library council of NY, Gary submitted a draft of questions for the profile.
- The Marketing Committee met at Fairleigh Dickenson University on Thursday, July 24th. Elizabeth Leonard attended, as well as the new president of SCARLA (Danny Geary). He is interested job shadowing, careers, and the resume review at SCILS in the spring. Gracemary will contact Zara regarding SCARLA interest in job shadowing. Nancy will extend an invitation to Danny or SCARLA members to attend Executive Board meetings.
- Katie Maricic will serve on the newsletter committee with Sharon Whitfield and Joan Dalrymple.
- Regarding the social media survey, board members should review the survey and provide feedback later today via email. Email Katie with questions or comments.
- Member Spotlight: Board members approved the draft questions. The Spotlight will start with new librarians. CUS members may nominate librarians to be interviewed.

Membership Committee: (Submitted to Nancy by email):

- (Nancy also noted that new co-chairs, Kate Hossain and Erin Ackerman, would like to meet with her to discuss priorities for the coming year.)
- Kate and Erin reported that much of the summer was spent transitioning to their new roles as co-chairs and conferring with outgoing chair Lisa DeLuca.
- They will also meet with Nancy to discuss future on CUS/ACRL.

Newsletter (Joan Dalrymple)
• Joan welcomed Katie to the Newsletter. Sharon is beginning a doctorate program and is not sure what her time commitments will be, so Katie will be able to help out. She will help with editing.
• Joan will work with Sharon to set the dates for the Fall Newsletter. They will follow a similar schedule to last year: deadlines at the end of October and publication in mid-November.
• They will contact Danny from SCARLA for an article. Jen Hunter may be interested in writing about her first year as an academic librarian. We will continue to generate multimedia files and assist with content for social media. Nancy will contribute an article. Please submit ideas or comments to the committee members.
• Katie discussed the two-column template developed by James Keehbler. She will be working to develop a new header. The Executive Board approved the template.

Nomination Committee: (No Report)

Research Committee (Submitted by Cynthia Coulter to Nancy by email):
• (Nancy noted that this is Cynthia’s first year as chair and she will not have a co-chair. Executive Board members should reach out to make sure she has guidelines for announcements, publication award, etc., and Nancy and Elizabeth will assist her.)
• Cynthia learned how to navigate and manage NJLA Drupal website.
• Members were asked to register themselves so she could add them to the official roster. So far no one has registered. Cynthia will follow up.
• Cynthia submitted the current roster to Nancy.
• Plans for the committee:
  o Asking for Research Publications (Cynthia will need dates and process for this action).
  o Research committee voting.
  o Notification of winners.
  o Updating website about awards and post winning publication information.
  o Announcing awards at NJLA/CUS session of NJLA Conference.

Technology: (Alyssa Valenti)
• The Technology Committee will be meeting in October.
• Romel Espinel will remain co-chair.
• Focus this year: how to encourage submissions for the technology awards. Last year was very successful, by reinventing the award and making it less “scary.” The committee will come up with something like last year’s “McGyver” theme to encourage submission. They will submit a piece for the newsletter.
• The committee is partnering with Joanne Roukens at LibraryLinkNJ to do Technology Speed Dating events. It mostly involves public libraries, but committee members have presented at several of these.
• Please submit suggestions and ideas to Alyssa.

User Education: (Amanda Piekart)
• The committee will meet on Friday, September 12.
• On July 22, 2014 the committee held “Information Literacy Assessment Training & Scoring,” part of the New Jersey Cross-Institutional Assessment of Information Literacy project. Thirty librarians (outside committee members) attended, including high school librarians.
Job Shadowing: No report
  - Gracemary will follow up with Zara Wilkinson.

Old Business:
  - Mary reported that the Technology webpage needs updating. Mary sent information about updating Drupal 7. Alyssa will discuss this with Romel.
  - Denise will be updating the listserv soon. Katie should be added to listserv.

New Business:
  - Mary asked if any committees are planning to submit sessions or posters for VALE. Technology will submit a poster. User Ed usually submits something and will discuss this at the upcoming meeting. Marketing committee will submit a poster about the social media survey.

Good of the Order:
  - Lisa DeLuca has taken a new job at Seton Hall University.
  - Siobhan McCarthy has taken a new job at Caldwell University.
  - Jen Hunter (former SCARLA liaison) has taken a job at Rutgers Camden.
  - Amanda Piekart is getting married in September.
  - Katie Maricic is getting married in November.

Next meeting: October 3, 2014 at Alexander Library, Rutgers and Sprague Library, Montclair State University.

Meeting adjourned at 10:55 AM.

Respectfully submitted,

Susan Bucks