**NJLA-CUS/ACRL-NJ Meeting of Executive Board & Committee Chairs**

**Agenda
Tuesday June 20, 2017  10:30-11:30 Gast Seminar Room #15 Cullen Hall
Westminster Choir College, Princeton NJ
In Attendance:**

Rebecca Driscoll, Katie Cohen, Susan Bucks, Zara Wilkinson, Romel Espinel, Denise O'Shea,  Siobhan McCarthy, Adriana Mamay, Cynthia Coulter, Paul Martinez, Gary Marks, Lisa Weissbard, Maria Deptula, Bonnie Lafazan, Amanda Piekart, Hillary Westgate, Kate Hussain, Dina Meky, Leslin Charles, Heather Dalal, Bart Everts, Cara Berg, Susan Kurzman

Excused: Karen Malnati, Elizabeth Leonard

**Agenda**

1. Welcome and Introductions
2. Approval of Minutes
3. President’s Report:

I attended the  Vale Member’s Council meeting last week. Vale is working on a new website designed with NJEdge.net.  NJLA’s School Libraries Task force has helped legislation be introduced requiring certain ratios of school library media specialists to students in public schools.  Our help with articulating the lack of preparation of incoming freshman has helped that effort.

Heather shared she really appreciated all the support and enthusiasm during her presidential year and she is excited for great things to come from Leslin and Bonnie!

1. Vice President’s Report: (Leslin) VALE conference meeting July 11th at RU-NB. Meetings will move to 2nd Saturday of the month to address conflict with Rutgers faculty meetings? Attendance regarding open membership meeting in August? Discussion about open membership meeting. Do we continue to have open membership meeting in August? Bi-annual? Discuss promotion/post to student listserv, promote to students beyond Rutgers (Pratt, Drexel, St Johns). Open meeting will be September 8th, details to follow. Discussion about using Libguides for website info, etc. Leslin will report on platform after ALA Conference.
2. Past President’s Report (No Report)
3. NJLA Executive Board Liaison Report (Lynn Schott)
	1. I’ll be attending the NJLA Exec. Board meeting on 6/20, so missing CUS.  Please let me know if you have anything I should be passing along.
	2. May 16, 2017 Meeting Report

Passed along the feedback/comment from Conference re: Academics & Public

NJLA Attorney prepared an opinion about Political Speech/Campaigning at Public Libraries.  If anyone is interested, you can read it here: <https://njla.org/content/position-paper-political-speechcampaigning-public-libraries>

* 1. Upcoming fun event: Baseball Game, $10 + fireworks <https://njla.org/content/member-services-event-somerset-patriots-game-and-fireworks>
1. Legislative Report (Adrianna)
	1. Adrianna leaving, Gary Marks taking over. Gary at William Paterson U, 20years, librarian and teaching faculty. Adrianna co-chair of 2018 NJLA conference awards, contact her if you have ideas/suggestions.
2. Job Shadowing/Library Link NJ Mentor NJ (Zara)
	1. Zara will send out call to students mid-September to generate interest in Shadowing. If you would like to be on list to be matched, contact Zara. Minimal commitment, campus tour, etc. Students get to see what academic librarian job entails. Mentor NJ: October --, Speaker. Any suggestions for topics, let Zara know.
3. Website Liaison report (Denise)
	1. Denise leaving, Romel taking over. Will be available if any questions about moving to Libguides. If you are not on listserv, let Denise know.
4. Committee Reports
	1. Archives/Special Collections (Susan)

Susan’s last report, two new co-chairs for 2017-2019: Paul Martinez of Montclair University, and, pending approval, Tim Corlis of Rutgers University. Both Paul and Tim have been active, contributing members of the committee since its inception, and we are very pleased that they will be leading the Archives and Special Collections Committee for the next two years.  Since we last met, our committee administered the Archives and Special Collections Materials Cataloging and Organizing Survey. The survey, which ran from May 10-May 31, was distributed to 53 New Jersey academic libraries. We received twelve responses, a 23% return. Although this response rate seems to be a bit low, it is actually above the average response rate for external surveys, which is 10-15%. One of the ten survey questions asked about the percentage of the cataloging backlog in the member's institution, and 1/3 of the responding archives or special collections have a 60-70% backlog. The results also indicate that the biggest issue or challenge in cataloging archives and special collections materials is the lack of staff. A detailed analysis of all the survey results is underway, and will be shared with the Committee at a later date. Jian and I thank all of you, and especially Heather, for your support, advice, and encouragement since we joined NJLA-CUS/ACRL-NJ in 2015.

* 1. Assessment (No Report)
	2. BCMC (Lisa)
		1. Next Meeting 7/20
	3. Marketing
		1. Hillary new Co-chair, committee met to plan for next year, plan to work with Adrianna to better promote the conference, plan prof development event for NJLA. Looking to create more general marketing materials to promote CUS. Question of role- marketing organization, or mentoring academic librarians in marketing and outreach, decided should be both.
	4. Newsletter - Last meeting - planning for fall, will send out several calls beginning in September, publication planned for November. Submit news from your school. LAst fall began asking neighboring states for reports. PA and NY have submitted, next year Delaware? Member spotlight may return.
	5. Nomination )No Report)
	6. Reference Services (Susan) - LAst meeting online 5/30. Good feedback from workshop. New Co-chairs Katie and --- SOme ideas for next year include poster at VALE, survey, combining summer workshop with another workshop to improve turnout?
	7. Research (Cynthea) Awards at NJLA, Cynthea will continue to chair, looking for a co-chair/seminar?  If interested contact Cynthea.
	8. Technology (Siobhan) - Awards, presentations worked but time was an issue) If anyone is interested in co-chairing, contact Siobhan.
	9. User Education- Currently working on Summer workshop, just enough proposals to run workshop. Reached target number, registration will go out by end of week, will be July 20th at CC of Morris. POsters, roundtables and lightning talks. Will be survey after. In person meeting after workshop.

1. Old Business
* July 12 Webinar, 5 locations:
	+ - Monmouth University Library
		- Montclair University, Sprague Library
		- Rider University, Moore Library
		- Rutgers University-Camden, Robeson Library
		- Union County College, McKay Library
1. New Business
* Meeting Schedule for 17-18
* VALE conference planning, if interested in joining to planning committee contact
* Technology- in addition to awards, suggestion for discussion about what is happening throughout the State in tech. Discussion will continue.
* Heather thanked for her service to NJLA-CUS
1. Good of the order

Lunch.