

Association of College & Research Libraries  
Oregon Chapter  
Advisory Board Meeting  
May 9, 1986  
Bend

PRESENT: Maureen Seaman, Connie Battaile, Pat Wand, Michael Engle, Isabel Sstirling, Rebecca Thompson, Nancy Powell, Faye Powell  
ABSENT: Charles Abshire, Wes Doak, Tom Stave

MINUTES

The minutes of the last meeting were approved, with a note that 7 responses to the call for papers have been received, rather than 8, as announced at the last meeting.

ARCHIVES

P. Wand submitted a proposed list of items for inclusion in the archives and asked for comments and suggestions. The Board agreed at least the following types of materials should be archived: by-laws and constitution; Board and membership minutes; quarterly and conference financial reports (including bank statements and tax exempt status documents); incoming and outgoing correspondence; copies of programs; conference packets; guidelines/notes from program and conference planning; documents produced by the Chapter; Chapter-related announcements from ACRL/National; and nominating committee information. The Board felt a separate collection of treasurer's and Menucha reports and other working documents should be maintained for the President. A set of minutes would be kept by the Recorder. It was suggested that the Oregon State Library be asked to serve as the repository for the archives and that the State Library representative to the Board be responsible for retrieving and making copies of archival materials as needed.

M. Engle volunteered to serve as Chapter archivist for the next year to work with P. Wand to set up the archives.

## TREASURER'S REPORT

Treasurer's Report is attached. N. Powell distributed copies of ACRL/National's form for payment reimbursement which can be used for Chapter reimbursements as well.

## MEMBERSHIP REPORT

Membership Report is attached. N. Powell has computerized the membership list which can now be sorted in various ways and used to print mailing labels as well.

Advisory Board members were asked to try to recruit new members from their own institutions. The Chapter now has 92 members, compared to 75 in October, 1985.

## NOMINATING COMMITTEE

The Nominating Committee will meet June 19 at 10 a.m. at OSU to select the slate of officers to be presented to the membership at Menucha. F. Powell will chair the committee, with M. Engle, I. Stirling and N. Powell serving as members.

The Board discussed pros and cons of presenting 2 nominees for V.P./President-Elect and decided not to establish a policy, but to let the availability of suitable candidates determine the decision on a year-to-year basis.

Nominees will be proposed for the V.P./President-Elect and 2 at-large Board positions. Presidential appointments expiring this year are representatives from community and private colleges. OSSHE and State Library representatives are appointed in odd-numbered years. Terry Soohoo has accepted the position of interim V.P./President-Elect which will become vacant due to N. Powell's early assumption of the President's position when R. Thompson resigns.

## ARTICLES OF ASSOCIATION PROPOSED AMENDMENTS

R. Thompson distributed proposed amendments to the Articles that will create a new non-voting Board position for the Newsletter Editor. The proposed amendments will read:

Article V (paragraph 5): Recorder: The President will appoint a member of the Advisory Board to serve a one year term as Recorder.

Article VII Newsletter Editor: The President will appoint a newsletter editor to serve a one-year term. This term may be extended by mutual agreement of the President, the Advisory Board and the incumbent editor. Duties: The Newsletter Editor is responsible for preparing and distributing the Chapter newsletter, in consultation with the Advisory Board, unless otherwise delegated by agreement of the Advisory Board. The Newsletter Editor attends Advisory Board meetings and reports on newsletter business. The Newsletter Editor participates in all Advisory Board discussions, but does not vote on specific motions made in Advisory Board meetings.

#### MENUCHA

R. Thompson presented a proposed budget for the Conference. It was decided to invite a representative from ACRL/National, preferably Sharon Hogan, current ACRL President, to serve on Friday's wrap-up panel. A request for a representative must be made by July. The proposed conference schedule is as follows:

##### Thursday

1:00-1:30	Registration
1:30-2:15	Chapter Membership Meeting
2:30-3:30	Keynote Speech
Break	
3:45-5:30	2 papers
6:00	Supper
6:45-7:45	2 papers
9:00	Country Dance

##### Friday

7:30	Breakfast
8:15-9:45	2 papers
Break	
10:00-11:00	2 papers
11:00-12:00	Wrap-Up Panel Discussion
12:00	Lunch
1:00	Advisory Board Meeting

Sub-Committee guidelines were distributed. Registration information will be distributed to all committee chairpersons: Treasurer - Nancy Powell; Entertainment - F. Powell; Local Arrangements - M. Seaman; and Packets and Registration - I. Sterling.

## NEWSLETTER

C. Battaile announced her resignation as Newsletter Editor as she will be moving out of the state. R. Thompson will appoint an interim editor. The next issue of the newsletter will be published around the end of June. Copy deadline is June 7.

## "UMBRELLA" CONGRESS

Seven responses were received from ACRL chapters in other states concerning their respective state organizational affiliations. Overall, respondents felt affiliation with their state organization was successful. Several ACRL Board members will attend the "Umbrella" Congress this month to discuss reorganization of OLA.

## PRESIDENT'S RESIGNATION

R. Thompson submitted her resignation as Chapter President effective May 10, 1986 in order to join her husband and pursue further graduate study in Indiana.

## NEXT MEETING

The Advisory Board will meet next on August 22 at 10 a.m. at the OSU Library.

American Library Association  
Association of College and Research Libraries  
Oregon Chapter

TREASURER'S REPORT

May 8, 1986

Balance Feb. 28, 1986 \$1292.14

INCOME

3/86 - 5/8/86

Membership dues 63.50

Interest paid on savings 16.26

Total income \$79.76

EXPENSES

3/86 - 5/8/86

Newsletter printing 58.74

Winter Meeting (R. Thompson) 27.48

Other Printing (U/O) 4.00

OLA/Academic breakfast: Speaker 6.75  
(B. McKillip)

Total expenses \$96.97

Balance May 8, 1986 \$1274.93

Savings 1215.12

Checking 59.81

American Library Association  
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MEMBERSHIP REPORT

May 1986

Total Members - October 1985	75
Total Members - May 1986	92
Memberships paid through 10/86	57
Memberships paid through 10/87	26
Memberships paid through 10/88	6
Memberships paid through 10/89	2
Honorary Life Member	1
Memberships by type of institution:	
OSSHE	45
Private College	27
Community College	13
Other	7

NEWSLETTER PLANNING FORM

Editor: Connie Battaile Issue June, 1986  
 Address: Southern Oregon State Coll. Library Copy deadline June 7, 1986  
Ashland, OR 97520 Mailing deadline mid-end June

CONTENTS RESPONSIBILITY WRITER

Regular entries:

Membership form  
 Officers and Advisory Board  
 Request for articles

Columns

Advisory Board Notes	<u>R. Thompson</u>	<u>same</u>
"In My Opinion"	_____	_____
Library Profile _____	_____	_____

Features

<del>American Advertising Museum</del>	<del>E. Powell</del>	<del>same</del>
<del>Archives</del>	<del>P. Wand</del>	<del>same</del>
Farewell	R. Thompson	same
Menucha	M. Seaman	same
Editor "Help Wanted"	N. Powell	same
Umbrella Congress		
People	all	