**UNYOC 2023 Post-Conference Executive Committee Meeting**

October 28, 2022

# **Present:**

Denise Smith (Chair),Kim Nolan (Conference Planning Chair), Virginia Trow (Treasurer), Abigail Smith (Chapter Council Representative), Beth Mamo (Membership), Darcey Rodriguez (Conference Planning Immediate Past Chair), James Evans (Government Relations NYS), Rachel Becker, Sarah Lawler (CE), Amanda Ross-White (Member-at-Large, Ontario), Lorraine Porcello (Nominee to the MLA Nominating Committee & Conference Planning Vice Chair), Liz Grace (Member-at-Large, West), Michael Labrecque (Webmaster), Stephanie Helsher (Secretary)

# **Absent:**

Liz Irish (MLA Credentialing), Angélique Roy (Government Relations, Ontario), Deborah Crooke (Member-at-Large, East), Rebecca Kindon (Vice Chapter Council), Olivia Tsistinas (Past Chair), Eldiflor Felipe (Communications Chair), Mary McVicar Keim (Member-at-Large, East), Stephanie Sanger (Vice Chair)

# **Action Items:**

* Stephanie H. to send out the Pre-Conference meeting minutes for approval in the Summer
* Denise to send out a Doodle poll for the last 2 weeks in June to the group
* Lorraine and Abby to reach out to the membership for interest on a temporary bylaws committee

Meeting called to order at 12:44 pm

# **Agenda:**

1. Opening remarks, introductions of new members and vacancies (Denise)
* Introduction of new Executive Committee members Michael, Mary, and Stephanie S.
1. Approval of minutes from previous meeting (Denise)
* Pre-conference meeting minutes not available yet
* Will review and approve for the summer meeting
1. 2023 Summer executive meeting (Denise)
* Summer meetings are typically in person, but since the pandemic they have been on Zoom. Denise asked the Executive Committee which they would prefer, going forward
	+ People discussed advantages to both, but thought they enhanced attendance of Zoom was the most important factor

**Motion to** continue meeting on Zoom for the Summer Executive Meeting

**MOTIONED** by Denise/**Seconded** by Kim

**Discussion:**

* Dates for the summer meeting were discussed. Per Lorraine, the meeting has traditionally been the last Friday in June. Last year’s meeting was mid-week.
* It was discussed that morning is preferable
* Denise to send out a Doodle poll for the last 2 weeks in June to the group

**Vote:** 10 in favor, none opposed or abstained

1. 2022 Conference debrief (Darcey)
* The conference went well!
* Numbers:
	+ RIT will send invoice in 5 business days
	+ In September there were only 20 people registered, but that number doubled
* Denise liked that the invited speakers were both local. That equals savings, and serves to highlight the location more.
* Lorraine commented that the CE was good
* Notes for next year: need more access to water throughout the program
1. 2023 Conference update (Kim)
	1. Plans are moving along, working on the contract.
	2. Registration fees
		1. Darcey proposed initiating a tiered system for registration fees: Early, Regular, and Late– each with an escalating price. Time frame for escalation will depend on the site. RIT required 5 days for the final numbers, but others require 30
		2. People agreed that this is standard, and Rachel commented that late registration is also difficult for the website
		3. Rates
			1. Early bird: this year’s rate ($100)
			2. Regular: new 2023 rate ($125)
			3. Late: after deadline more expensive ($150)
			4. Most expensive (4th tier) on-site registration ($200)

**Motion to** introduce a new pricing structure that includes:

* Early Bird
* Regular
* Late
* On-site

**MOTIONED** by Denise/ **Seconded** by Darcy

**Discussion**:

* Deadlines will be fluid year to year. Deadlines will depend on the rules of the venue (Kim thinks Clayton has a 10-day deadline)

**Vote**:11 in favor, none opposed or abstained

1. Membership Report (Beth)
* No change!
* Beth had a conversation with Nell about a spreadsheet she has of previous recruiting efforts. Beth might also try reaching out to Health Science Librarians at Community Colleges
* Discussion on attracting more Ontario folks was had
	+ UHealth has a strong network
	+ Mohawk College in Hamilton has a relationship with McMaster– Mohawk has a Public Health Librarian
	+ Queens has 5 librarians and 2 vacancies
	+ Amanda to reach out to the Ottawa group for Clayton
	+ Lorraine advised Beth to reach out to Eldiflor for interaction with the LinkedIn page. Potentially better engagement with the iSchools on LinkedIn
1. Objectives for 2022-23
	1. Conference planning
		1. One year ahead
		2. Joint conference 2024: deadline to decide
			1. Lorraine approached
			2. When do we pull the plug? What’s the deadline on this decision
	2. Research Award
		1. Explore the feasibility, want recommendations
	3. Inclusion & diversity committee
		1. Abby & Olivia working on this group
	4. Library Advocacy Day in Albany (James)
		1. James will attend
	5. Policy & Procedure does not have a mechanism for self-nominations to the executive, or give any guidance on receiving nominations from the floor. Denise wants to draft some language
	6. There is nothing in the Policies & Procedure manual about dissolution.
		1. Abby noted there is language in the bylaws; Lorraine agreed, but the subject is not an article
			1. Lorraine had the bylaws looked at
			2. Denise wants some language
	7. Mary Jo’s proposal for a working group for future planning/strategic planning.
		1. Denise wants to see some set objectives and scope for the discussion group, and wants this group to produce some recommendations for the Executive to approve

**Motion to** have the objectives for 2023 approved

**MOTIONED by** Denise/ **Seconded** by Lorrain

**Discussion:**

* NAHSL/NNLM region 7 joint conference (Lorraine). Jessica brought the idea to NAHSL and it stalled because of staffing issues at the chair of NAHSL’s library. We need to figure out the latest date we should agree to still discuss this. If we don’t have a commitment by Jan 2023, this could threaten our plan to have conferences planned 2 years out.
	+ Darcy noted that 2024 is UNYOC’s 60th anniversary, which might not be the best year for a joint conference
	+ Kim mentioned that the Clayton hotel is a sister hotel to Watkins Glen hotel from 2019. There is a 3rd sister hotel in Chautauqua
	+ It was proposed that we give NAHSL the option of 2025.
	+ Agreement that we reserve 2024 as a UNYOC-only conference in Chautauqua, and aim for 2025 as a joint conference with NAHSL
* James will be attending advocacy day in NY
	+ Lorraine questioned whether there was something equivalent for Ottawa; Amanda will keep her eyes open for opportunities
* Abby is required to report our activities towards inclusion to MLA
	+ Denise suggested we could pull in some members who are not on the Executive for the Inclusion & Diversity committee
* Bylaws
	+ Lorraine reached out to Kris with some questions.
	+ Lorraine & Abby to work in the bylaws, but may need a temporary bylaws committee. They will reach out to the membership for interest (minimum 2), and maybe pull in Olivia

**Vote**: 9 in favor, none opposed or abstained

1. Research Award (invitation for executive comments)
* This item will wait until Jennifer has more for us
1. New business

None

1. Adjournment

Denise motioned to adjourn the meeting at 1:38 pm

Seconded by Darcy

**MOTION APPROVED**