



New Mexico Consortium of Academic Libraries Minutes

Summer Retreat Minutes **FINAL** (approved with corrections October 24, 2014 NMLA Ruidoso)

Hotel Ruidoso & ENMU Ruidoso Campus

Thursday August 7, 2014 - Friday August 8, 2014

Attendance: Ruben F. Aragon (NMHU), Rollah Aston (ENMU- Roswell), Gilda Baeza-Ortego (WNMU), Susan E. Beck (NMSU LC), Lisa Beinhoff (NM Tech), James Britsch (NMJC), Holly Buchanan (UNM Health Sciences), Richard Clement (NMU-ABQ), Kelly Gray (Clovis Community College), Kat Gullahorn (South West University of Visual Arts), Clyde Henderson (Navajo Technical University), Sharon Jenkins (NMSU-Alamogordo), Kathleen Knoth, (UNM-Taos), Barbara Lovato (UNM-Valencia), Leslie Monsalve-Jones (Southwestern College), Akilah Nosakhare, (NMSU-Carlsbad), Valerie Nye (IAIA), Jim Pawlak (ENMNU-Ruidoso), Tammy Powers (NMSU-Dona Ana), Poppy Johnson Renvall (CNM) Christopher Schipper (SJC), Cecilia D. Stafford (NMSU-Grants), Todd (Mesalands Community College) and Melveta Walker (ENMU).

8:30 a.m. Arrival and Welcome

8:45 a.m.

Meeting was called to order by Jim Pawlak Eastern New Mexico University-Ruidoso
President of NMCAL – Host of 2014 Summer Retreat

Approval of Agenda - MOVED by Glida and SECONDED by Kathleen.

Welcome and Introduction Officers, Committee Chairs, Membership and Guests

Welcoming Remarks from ENMU – VPSL Pierre Laroche

Old Business:

- **Approval of Minutes: Library Legislative Day, Jan 2014** Val Nye distributed minutes but they were not approved. It was MOVED, SECONDED, and PASSED that the Jan 2014 minutes be approved with correction (change title from Director to Dean as noted).
- **April Executive Board Meeting at CNM** summary of meeting and follow up discussion regarding PR committee formation, mission, and membership. **Approval of Executive Board Minutes** - MOVED, SECONDED and PASSED with name correction as noted by Ruben
- **NMCAL Central Archives** – discussion tabled until new information is gained from Rachel (who has possession of NMCAL records) and was understood to have knowledge of plans to digitize records. Chris and Akilah will investigate the status of NMCAL archives.
- **NMCAL Librarian of the Year (LOTY)** - The 2013 NMLA Mini conference canceled last year by the NMLA Executive Board so the NMCAL LOTY award was not presented. This year the 2014 LOTY award will be presented at the Awards Banquet Thursday evening October 24 in Ruidoso. It is recommended that information on past recipients will be noted on NMCAL website.

9:30 a.m. – 10:30 a.m. HED Presentation and Discussion of Bond Allocation

- Mr. Ronald James, Capital Projects Coordinator, Higher Education Department New Mexico. Mr. Gerald Hoehne, Capital Projects Auditor, New Mexico Higher Education Department [Not present]
 - Ronald James, Capital Projects Coordinator
Office Phone: 505-476-8434
email: Ronald.James@state.nm.us
 - Gerald Hoehne, Capital Projects Auditor
Office Phone: 505-476-8423
email: Gerald.Hoehne@state.nm.us
- As Capital Project Coordinator Ron James receives the capital construction plans from academic institutions for evaluation. Coordinator James recently met and received capital project presentations (during what is called the summer session) from southern and eastern regions of the state. The HED and Capital Projects Coordinator position is described on the state website <http://www.hed.state.nm.us/institutions/overview-2.aspx>:
 - **The New Mexico Higher Education Department (NMHED)** is responsible for the review and approval of public college and university Capital Projects Process. The NMHED is committed to the concept of responsible use of public funds for providing appropriate and relevant learning environments for New Mexico's students.
 - **The Capital Projects Coordinator** is responsible for the statutory management of all areas for Capital Projects for NMHED, including the Capital Projects Process and the Draw Process for capital funds appropriated to NMHED for Institutions of Higher Education (IHE's).
- James read and presented letter of acknowledge and appreciation from Cabinet Secretary Dr. José Z. Garcia [letter given to NMCAL president Jim Pawlak] expressing gratitude to NMCAL for efforts to improve academic libraries within the state. Letter formally recognize challenges of library in meeting the learning resource needs of NM academic institutions and that NMCAL-as a group- is best suited to determine the resource needs of libraries in the state.
- As new coordinator James received many invitations to join academic organizations but after meeting with NMCAL Go Bond committee and key NMCAL members he realizes the importance of NMCAL and is appreciative of the invitation to address NMCAL membership.
- The Coordinator's presentation focused on how public appropriations are disbursed from HED to academic institutions—particularly how Go Bonds are distributed. He also provided information about the appropriation process and how 'tribal funds' are managed.
- General Obligation process defined. Collective call to legislature for funding. NMCAL formed out of request from HED to manage request from groups with same interest.
bond sale process: go to leg and ask for form a group for collective call for funding for library of state institutions.
- On campus promotion of Go Bond: VOTE ON Off campus: VOTE FOR. This advice was questioned and Coordinator explained that this issue was discussed with Bond C. So he is confident in this method of promotion. Library bonds have always passed in New Mexico.
- Libraries are still significant to today's college students. Libraries are #3 on campus visits. Students want to see the library it is the space where they study and socialize.
- Handouts for discussion: Signature authorization for grant agreements; grant agreements; Draw process and related forms; minimum draw amounts, The 5% and 85% Rule, supporting documentation; capital expenditures versus operating expenditures.

- **Bond Disbursement Process Explained:** The Bond is put on the ballot in November; If approved the following March/April the bond memo is sent to each institution with grant agreement to be signed and returned to HED. The business department (account payable) at each institution should sign document at return to HED. After HED returns the signed copy to the institution's business office, the funds are ready for expenditure by the library.
- **Allocations to Institutions:** NMCAL allocate bond funds according to latest institutional FTE. A formula that is still acceptable to all institutions. Lisa asked a question regarding "Go bond paper trail" at New Mexico Tech. It was explained that many agreements went unsigned during the previous bond period, but past agreements have all been properly processed and are up to date.
- No funds will be distributed until all grant agreements are signed and on file at HED. Copy of grant agreement is available to library managers from your institution's Accounts Payable office.
- Library deans and directors should have access to these agreements and understand that funds are available once the signed grant agreement is received by the institution from HED.
- The grant agreement indicate that funds are exclusively and specifically for the library. The latest forms are available on the HED website.
- Why libraries are not using the GO Bond funds? Many times library managers are not aware of expenditures are not being taken from Go Bonds as they requested.
- Expenditure reports are available from HED directly, or the NMCAL Legislative Committee.
 - Ruben asked about very small amounts left in past Go Bonds accounts. How can libraries spend all funds to zero?
 - How can library managers get copies of the signed agreement to know when 6 month starts so they can begin spending? Ron will check into this and get back to NMCAL.
- Schedule for Go Bond Percentage of Expenditure: 6 months start when the agreement is received back from HED.
 - First 6 months spend 5%
 - Six month time frame begins when institution receives the signed agreement back from HED
 - 30 months or 3 years 85% spent
- Important to spend all funds each time Go Bonds are distributed. Any leftover funds that are reverted back to the legislature do not reflect well on libraries and erodes political support.
 - 2010 bond reverted in 2014.
 - 2012 will revert in 2016. So library mangers need to work with their business office (accounts payable) to stay on top of expenditures to make sure all funds are used within the required time frame.
- Important to spend all Go Bonds funds each time they are distributed. Any leftover funds that are reverted back to the legislature do not reflect well on libraries and erodes political support.
 - 2010 bond reverted in 2014.
 - 2012 will revert in 2016. So library mangers need to work with account payable to stay on top of expenditures to make sure all funds are used within the required time frame.
 - Bond revenue is lost thru federal tax. Federal Tax is added after 6 months. Taxation amount is 5% for the total allocation not to individual colleges. Consortia purchases qualify at the 5% rate.
- Draw Request: Requests are due to DFA on 1st and 15th of the month by 3 p.m.
 - Libraries submit request for payment to Accounts Payable.
 - The business office/accounts payable should not submit on 14th or the last day of the month as not to coincide with other requests (prioritized multi-million requests).
 - The business office/accounts payable should submit early for payment.

- All draws/payment require a minimum of \$1500. Unless it is the final request at the end of the year or the final draw to expend all funds.
- Draw expenditure requests are due by May 30.
- Gerald Hoehne, Capital Projects Auditor checks ledger and invoices for appropriate expenditures. HED pays for items that have been already purchased. General accounting principles are available from the website.
- Questions directly from library managers are encouraged. HED wants to hear from librarians and urges every librarian to understand the HED bond process.
- CFOs at each institution have been informed by HED and library managers can speak with them about draw downs, schedules, signed agreements, and when to begin using funds.
- Holly of UNM asked a question regarding existence of activity report and to see which libraries are not spending their funds so NMCAL can report back to legislators that some libraries may not need all the funds allocated.
- Ruben noted that we have to be proactive to interact with business office regarding Go Bond funds expenditures to make sure the funds are used during the required time period.
- This year is the first time Library managers will have the opportunity to see a signed copy of the grant agreement.
- James offered HED services to explain process to account payable staff to make sure to they understand the process. This is important because some librarians are not aware that they have funds available.
- HED staff is willing to conduct information sessions for both groups to make sure funds are expended in timely manner.
- Ruben asked: if the NMCAL library is having trouble spending can NMCAL set deadline for complete expenditure or the allocation would revert back to NMCAL so we can make a group purchase?
- James answered that currently this is not possible. However, NMCAL can petition for a rule change at HED to make it possible.
- **HED LIST of APPROVED EXPENDITURES** – In 2007, NMCAL originally supplied the list of items libraries can purchase with boon funding. NMCAL can update the list when necessary/desired. It has never been updated.
 - Discussion on the need to add supplies for print and eBook and print book processing.
 - Desire to use Go Bond funds for oral history conversion and local history collection processing.
 - Librarians need to be assertive and ask questions of business office regarding Go Bonds to make sure all guidelines and schedule are met.
 - Library managers should also make sure expenditures intended for GO Bond fund use are actually applied to the bond account.
- Suggestion that the names of HED contacts be posted on NMCAL website and that information from the NMCAL presentation be shared with business offices. All agreed.
- NMCAL members were surprised that several institutions had not spent their funds. The regular issuance of expenditure reports from this point forward will help library managers adhere to scheduled draw downs and complete spending as scheduled.
- Go Bond funding is also received by facilities departments of academic institutions through Bond C. All bonds are managed according to CFR rules.
- Librarians can contact HED at any time. HED is a state agency and phone calls are usually returned in 24 hours.
- Ruben thanked Ron for the informative presentation.

BREAK 10:25 a.m.

Session adjourned for break.

11:15 -12:30 p.m. EBSCO Update Mike Crow and Eric Frierson

- New developments at EBSCO
 - Eric Frierson, a former librarian hired by EBSCO to help with development of student-oriented search approach.
 - Eric is available to work with libraries to revise EDS options to increase successful use of EBSCO among student populations.
 - New EBSCO project curriculum builder
 - Plug-ins enables learning of CMS, permalink, Moodle, etc.
 - EDS relevancy, full text linking and meta-data and relevancy ranking is open source and is found on Google.
 - EDS is heavy on subject heading but there is value in subject headings students should be familiar with headings; headings are key to returning relevant results from search strategies.
 - Relevancy searches key in on 5 areas: subject heading; titles; author keyword; abstract and full-text.
 - Value ranking option is available. This option enables longer articles to be listed at the top or beginning of the results list.
 - Usability studies helps designers to create options that will improve search results.
 - Metadata powers the relevancy ranking
 - Meta data is harvested from GALE, JSTOR, publisher abstracts and indexes.
- Full-text linking
 - EDS fully integrates major knowledge-bases link resolvers.
 - Custom links to partner such as GALE. 3 full text links can be displayed or prioritized within discovery results
- Researcher box represents 80% of all searches done in EDS
 - Students can access Salem PhDs, Encyclopedia B, Libguides. These are new integration in to EDS.
 - Libraries can add WIDGET so it can appear when the search is 10,000+ widget will assist student in improving search. Same if search is less than 10, 000. Google Analytics to follow searches.
 - NMCAL libraries will need to update knowledge base with subscription changes
- Creating links
 - Faculty can create folder within EBSCO to store links for use in online courses and allows librarians to count the use.
 - Also links to special databases can be added to your EDS on the right side panel.
- **Introduction of new products by EBSCO Representative Mike Crowe.** Future considerations for Ebsco products and interface.
 - Ebooks: Table of Contents (TOC) are top pages with most views
 - Reference starters have video, images, ebooks, articles, etc.
 - 92% of titles EBSCO ebooks are downloadable.

- Titles are added quarterly and retract titles done by publishers between semesters. A list of titles to be sent to Susan Beck for viewing by NMCAL libraries interested.
- Small business Reference Center New resources with separate link for non-student users
- Poetry and short story collections for community college students.
- Frick Art Reference library [one-time purchase]
- AAS Archives 50 subject pieces
- EDS curriculum builder based on FTE cost: \$850-3,000.

Presentation ended at 12:23 p.m.

12:23 p.m. Meeting adjourned for Lunch

1p.m. – 3:30 p.m.

New Business Meeting/Committee Reports

- **Treasurer Report – Tammy Powers, NMCAL Treasurer**
 - Investigation of way to best collect and manage issuance of annual dues statement and collection of annual dues from institutions.
 - Use of institutional p-card currently used by most member institutions
 - PayPal – will seek tips, advantages and disadvantages from NMLA Lori Christian who has used this service.
 - Bank of America - not a good option. Too expensive for NMCAL's needs.
 - Account activity distributed.
 - Holly suggested that NM public commission to get a Tax ID number for purchase of chocolate, name badges, etc.
 -
- **Legislative Committee Report & GO Bond 2014 Activity Report - Ruben Aragon, Chair**
 - Legislative Day 2015: Feb 5th 2015
 - June 6 legislative committee meeting with Gerald Hoehne and Ron James of HED was very helpful and provided lots of information for better understanding of the Go Bond process. Loretta Marquez of HED provided information as required.
 - Committee was asked to nominate 'Legislator of the Year' however no one was particularly outstanding this year therefore no name was submitted. Past recipients: Kathleen Knoth and Bobby Gonzalez were recognized however, no legislator was identified this year.
 - Kathleen and Gilda have been beneficial in getting legislators to understand the needs of libraries in NM.
 - NMCAL will review and modify the GO Bond List of Approved Items to Purchase. Discussion followed with questions which items may be added. Jim: shipping costs or book processing supplies, such as spine labels and tattle tape. Suggestion to design and purchase of labels identifying material purchased with GO Bond funds to affix to books was also suggested.
 - Legislative Committee to work with PR Committee to create marketing materials for GO Bond campaign
 - Go Bond presentation Review (PowerPoint): Discussion on status of 'tribal colleges' not exactly private but federally funded. Discussion on term to use for tribal libraries.
 - Committee will take recommendations for changing slides to make them more accurate and informative.

- Voting dates for Bond B Early voting begins Oct 7; early in-person Oct 18- Nov 1 Election Day Nov 4
 - 2014 11 million total - Arbitrary amount arrived at by various amounts. \$10.8 million with \$200,000 used to sell, administer the bond. Cost to taxpayers 65 cents per 100,000 dollars for 10 years.
 - Talking points for Bond B are provided for radio and community programs.
 - Melveta added that Bond C provided for no additional cost this year. No increase for bond C this time around. Committee wants to use pictures from NMCAL libraries. Each library should prepare presentation or documents for distribution among legislators by institution's president.
 - Discussion on design of campaign literature: Document should have Go Bond header on each side of document. Header Go Bond B on each slide.
 - In counties where Bond has not passed we need to bring attention to fact that libraries are not just for students. Bond funding benefit the community and visitors to the libraries. Emphasize that Go Bond B is the life blood for institutions.
 - Remember the rule for promoting on campus and off campus. Safe language: Support Bond B.
 - Presidents of state academic institutions are pushing for bond c make effort to include information about bond B.
 - Suggestions: provide sample ballot with why Bond B is important to your library.
 - Share with other member libraries. All resources will be stored on NMCAL website.
 - PR committee will investigate ways effectively present the role of NMCAL in improving libraries and NMCAL legacy in the New Mexico libraries.
 - Consider using the NMCAL website as a place where legislators and public officials and community leaders can go for information on the cost of learning material and the importance of Bond B. Many are unaware of the cost of information access.
- **Publicity and Marketing Committee – Christopher Schipper, Chair**
 - NMCAL graphic displayed of old banner. Suggest the purchase of frame with changeable cloth banner.
 - Holly suggested that UNM health care library can print additional banners for the frame. Cost: \$250 includes frame and printing.
 - Holly asked about the purpose of the banner and suggested the tag line be connected to legislative initiatives for library development general. With no reference to private or public university status.
 - Discussion of banner wording and focus on public or private libraries ensued. Opportunities to change vinyl banner can address the special focus of events.
 - Chris will investigate ways to better info state of NMCAL and its works in the libraries.
 - At NMLA 2014, NMCAL to have own exhibit table Poppy to request.
 - Suggestion to consider development of additional page on NMCAL website for legislators, general public and non-member libraries can learn about NMCAL purpose and goals.
 - Akilah, Chris and Rachel to review website and archive opportunities. Initiate discussion with Carol Boyse about ways to make the website more informative.
 - Currently DropBox ® serves as repository for NMCAL records, minutes, and reports.
 - Name tags - Barbra distributed the tags - one name one generic for proxy.
 - 20 remaining will generic and used at Library Legislative day and will be kept by the PR committee to distribute as needed and collected until the next event.
 - Tags are flexible can be used for various initiatives - bond promotion and other projects.
 - **Professional Development Committee Dennis Davies-Wilson, Chair [presented by Sharon Jenkins]**

- Travel grants for Professional development are available for NMLA Inn of the Mountain Gods, Oct 22-24, 2014.
- Proposals for travel assistance are still being accepted.
- Scholarships for participation are available.

- **Resource Sharing Committee Report, Cecelia Stafford, Chair**
 - Passport update DEADLINE - JANUARY 2015
 - Survey of joint subscriptions presented
 - Several products JSTOR, Video on demand and Alexander Street Press Videos found to be the top products for possible joint subscription.
 - Suggestion for an anonymous survey to define products.
 - Discussion of what libraries want to purchase on a state level.
 - Follow up with survey to innumerate possible products ranked for consideration.
 - One institution can hold the license and others pay for sub-license. Melveta has served as fiscal agent for NMCAL perhaps such an arrangement is possible. Each library will reimburse Melveta similar to current arrangement with EBSCO agreement.
 - NMCAL can negotiate for lower price and every institution can pay portion of base price and benefit from selected resources and accompanying options.
 - EBSCO statewide packet renewal will be \$897,000
 - Mini consortia desires input from private member libraries to investigate specialized products they may have interest in.
 - Issues with NMCAL directors list as not every library got the initial survey.
 - Chair asked if we are ready to pursue interested products or should we continue to identify other products to consider? There were suggestions to include more streaming video choices for consideration. MedCOM®, a provider of medical and health streaming video was named as a possibility.
 - Suggestion to place EBSCO list on website and as well as the survey so additional members can participate and provide feedback for discussion and decision making.
 - Suggestion for link to NM State Library's 'el Portal' on NMCAL libraries page. Cecilia to follow up with Carol Boyse for this website addition.
 - Discussion on statewide ILS system as LIBROS consortia migrates to cloud based management. In November.
 - Statewide catalog is a goal but NMSU is not a part of LIBROS and still used Voyager for its system catalog.

- **New Mexico State Library Report - Joy Poole, Deputy State librarian.**
 - Capital outlay funding report is also useful for bond information for tribal and k-12 schools.
 - Discussion on the national search for New Mexico State Librarian. Raise salary is necessary. Responsibilities require a much higher salary.
 - The search committee schedule: Job announcement post by Sept 1. Interviews to start on October 3. Recommendations are received by Secretary Gonzalez.
 - Date will coincide with Governor's selection approval.
 - LSTA increase in 2015- NM State Library allocation to be increased to \$1.5 million for Award letter due in January 2015. GALE databases paid by LSTA.
 - Gale statistics to be reviewed.
 - GALE coming to State Library in September to discuss statistics of GALE users. El portal set up control the data GALE provides to library.

- There are 6 million users BUT where are the users? and what resources are being used? The URL common names prevent analysis of user statistics on many levels.
 - New Mexico Library Foundation meeting board meeting in Las Cruces in August.
 - \$200,000 gift to broad to use the money for STEM programs.
 - Focus: What are the greatest needs of libraries? All library groups meeting this year should contribute to the discussion.
 - Some ideas for answering this question:
 - Literacy is value and should be an initiative for the state.
 - Partner with COE to increase literacy in the state.
 - Broadband connectivity in rural New Mexico.
 - ILL borrowing of eBooks and digital text.
 - WebEX meeting to facilitate communication in all areas of the state
 - Increased efforts for statewide resource sharing
 - State printing office at the state library is available for use by libraries. State Library staff is wanting to do work state agencies.
- ALA Report - Valerie Nye, Director of Library, Institute of American Indian Arts, ALA Council.
 - Las Vegas total 18,000 attendees. Numbers are down from Chicago, but there was an increase over the Anaheim conference.
 - ALA working to restore funding to Air Force base libraries.
 - The Freedom of Information for all is cornerstone of Library Bill of Rights as noted in ALA handbook.
 - Ongoing discussion on management video resources and cataloging visual media.
- NMARL Report - ACRL/NMARL no representation at meeting - Announcement shared.
 - Robin Porter, librarian at Santa Fe Community College is contact person.
 - Organizational meeting to be held at 2014 NMLA conference in Ruidoso.
 - New bylaws will be introduced.
- **CHECS (non-for profit state agency) CHECS Board Jeff Harris, Las Cruces Public Schools, Facilitator** - Invitation to NMCAL hold Joint session at CHECS Conference November 16-17 in Albuquerque.
- CHECS, an affinity group that has built statewide infrastructure to enable technology. CHECS is a Conference provider and has 501 C3 tax status. 10-13 members in attendance were introduced. Welcome and short description of NMCAL provided by Jim Pawlak.
 - CHECS Conference opportunities include Wednesday pre-conference workshop with K-12 and university IT professionals or conference session on Thursday, Friday Nov 16 -17 in the past have involved the library community.
 - Libraries/NMCAL invited to participate in November meeting. A number of tracks, broad education technology instructional technology and education professionals from across the state with rich vendor participation.
 - Ideas of way libraries and IT can work together to provide technology services to services. It is not just about great wireless coverage but much more. ENMU Portales IT Department suggests idea of having IT desk within the library to provide hands on assistance.
 - Steve Stockdale of NMSU Grants suggests consideration of joint subscriptions for applications web-based software tutorials and equipment, such as androids/IOS laptops.
 - Need to determine IT policy to determine service level state equipment and that for personal devices of students and faculty.
 - Holly offered two ideas to build the relationships and share connections between Licensing and intellectual property; Common legislative priority; equipment replacement schedule on state level.

- Legislative committee is working to look at licensing for content for state level. CHECS is interested in building the proposal for technology analysis for all libraries in New Mexico.
 - CHECS interested in developing bylaws for all CIOs in state, determining content on 6,000 iPads for education
 - CHECS has goals to survey academic internal network; establish technology advisory group; organize technology at higher education level.
 - K-12 schools have same technology issues (distance education and identity management) as higher education. Number of k-12 library and tech support is insufficient.
 - Call for proposals and conference tracks focus on technology challenges for academic libraries and technology personnel within higher education and public schools and best practices.
 - Request to advertise conference among NMCAL members about trends.
 - CHECS invitation to NMCAL members to contact CHECS member at any of the institutions. The relationship has been established and the groups have been working together for a long time.
- **Closing comments:**
 - Val Nye reminded attendees about the New Mexico Library Association Conference and proposals for presentation from academic librarians and K-12 media specialists are now being accepted. NMLA Conference is set for Oct 22-24 at The Ruidoso Convention Center Inn. The Award banquet to be held at the Inn of the Mountain Gods in Mescalero.
 - Melveta added that NMCAL is an organization formed to provide one collective agenda to the legislature. NMCAL is also not-to-profit 501 (c) 3 organization which serves as an advisory to academic libraries in the expenditure of state funding.
 - Jim reminded everyone about dinner at Grace o'Malley's at 7 p.m.
 - Friday's meeting will resume at ENMU campus in room 102 at 830 a.m. for networking and refreshments. Room 102

Adjournment 5:12 p.m.

Barbara MONTIONED and Holly SECONDED. Meeting adjourned.

New Mexico Consortium of Academic Libraries Minutes

Summer Retreat Minutes Day 2

FINAL (approved with corrections October 24, 2014 NMLA Ruidoso)

ENMU Ruidoso Campus

Friday August 8, 2014

8:30 am Friday, August 8, 2014 NMCAL Retreat Day Two

Meeting called to order by James 8:40 a.m.

Old Business

- Past president Christopher Schipper presented with Plaque of Appreciation by current president James Pawlak.
- Previous Past President Gilda Baeza-Ortego presented with Plaque of Appreciation from Christopher Schipper

Professional Development Presentation – Arta Kabashi, AMIGOS, Providing Services to Patrons with Disabilities

Introduction by Sharon Jenkins - Arta Kabashi serves as continuing education librarian for AMIGOS. She is formerly affiliated with the University of North and Texas Tech in Lubbock.

- Arta defined the different types of access to consider when planning for patrons with disabilities: physical access; virtual access. Need to examine our physical space and webpages for ways to increase accessibility to all types of users.
- Different types of disabilities including the invisible disabilities and provided tips for creating a plan for universal access within the physical and virtual library spaces.
- Library should have adequate signage with highly visible fonts; Braille lettered handouts, handouts in different languages, adjustable tables and chairs, assistive technology includes ADA compliant databases, software and equipment, etc.
- Designated staff to manage and direct patrons to areas or departments where appropriate services available within your institution.

Break

NMLA Academic Librarian of the Year Award

- Peg Johnson of Santa Fe Community College was named 2014 Librarian of the Year. The award will be presented at the 2014 NMLA conference Thursday evening October 24 at the awards banquet.

Announcements:

- ALA Midwinter set for Chicago January 30 through February 3, 2015
- New Mexico Library Legislative Day Feb 5th 2015
- NMCAL Meeting at Legislative Day (afternoon of Feb 4th)
- IPEDS Data Collection changed from two-year collection to annual collection. DATA is DUE IN NOVEMBER 2014.
- Melveta reminded members about upcoming EBSCO renewal.
 - Libraries must decide to renew or not.
 - Libraries should consider switching out databases at this time.
 - Resource Committee to send email requesting any switches to be sent forward.
 - 5% increase this renewal period
 - Cost of renewal package will be \$897,000

Adjournment 11:33 a.m.

Cecilia MOTIONED to adjourn SECONDED by Melveta.