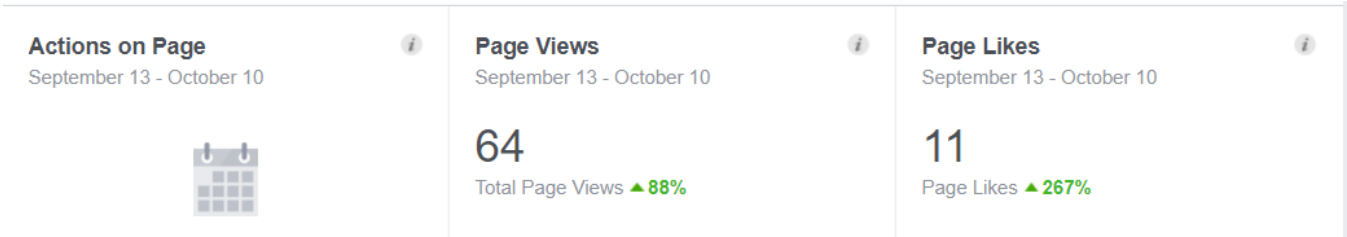
EXECUTIVE BOARD MEETING

📅 **October 11th, 6:00pm EST/ 3:00pm PDT** ⭐ **CLICK TO JOIN MEETING** ⭐ 📜 ROBERT'S RULES OF ORDER



- Meeting ID: 859 0598 6757
- Password: 756952

Call to Order https://sjsu.zoom.us/j/85905986757

> *"The meeting will come to order."* -ALASC Chair says and also records the meeting!"

----------*Record meeting*----------

Note taker: Visco

Time keeper:

(3 min) Roll Call - Who is in attendance for the meeting

#	Position	Name	
1	*Chair*	Carlos Bugarin	x
2	*Co-Chair / Webmaster*	Sadie Davenport	x
3	*Treasurer*	Elizabeth Kuykendall	
4	*Archivist / Secretary*	Gabrielle Visco	x

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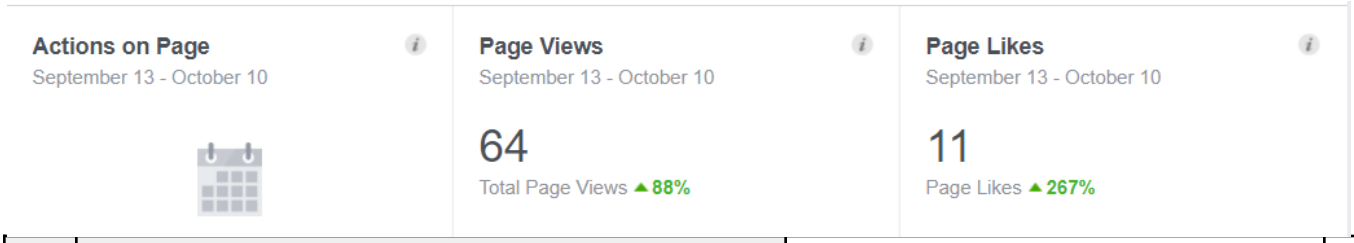

5	*Social Media Manager*	Amelia Smith	x
6	*Events Coordinator*	Kelli Roisman	x
7	*Events Coordinator*	Irene Miller	x
8	*Events Assistant*	Claire Huysentruyt	x
9	*Events Assistant*	Caitlin Greenwood	x
10	*Blogging Assistant*	Mary Harrison	
11	*Blogging Assistant*	Jen Rasmussen	x
12	*Faculty Advisor*	Alison Johnson	x
		Quorum needs 6 out of 11 student leaders present:	10

(2 min) Consent Calendar - Items to vote on that don't require discussion

"Do I have a motion to approve?" **ALASC Chair says.**

#	Topic	Result
1	Approval of September meeting minutes	Approved

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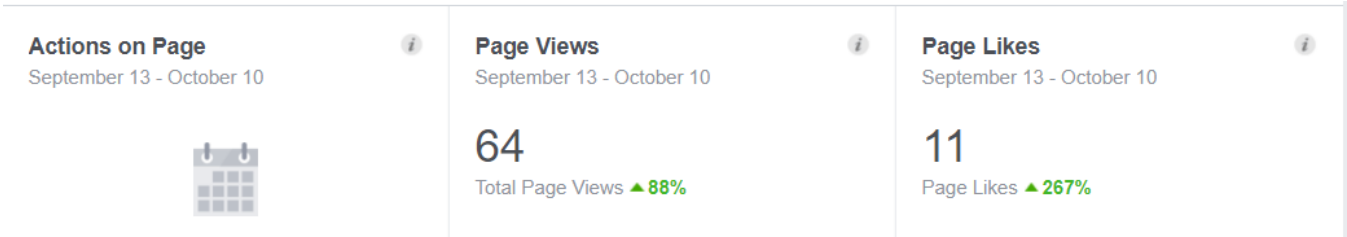

(5 min) Announcements - General informational updates

#	From	Details
1	Carlos	ALA Scholarships (various) ● Application open: September 1st-March 1st La Unidad Latina Foundation ● Due Oct 15th Denny's Hungry for Education Scholarship ● Due Nov 19, 2021 HACU Scholarships (various) ● Coca Cola First Gen→ Dec 3rd ● Sherwin William→ Dec 3rd ● Kia America→ Dec 3rd
2	Carlos	ALA Student Chapter Directory-E-mailed Mariel twice but no response. Mariel just responded 10/11 through ALASC gmail
3	Kelli	Introducing our new Events Assistant Caitlin Greenwood

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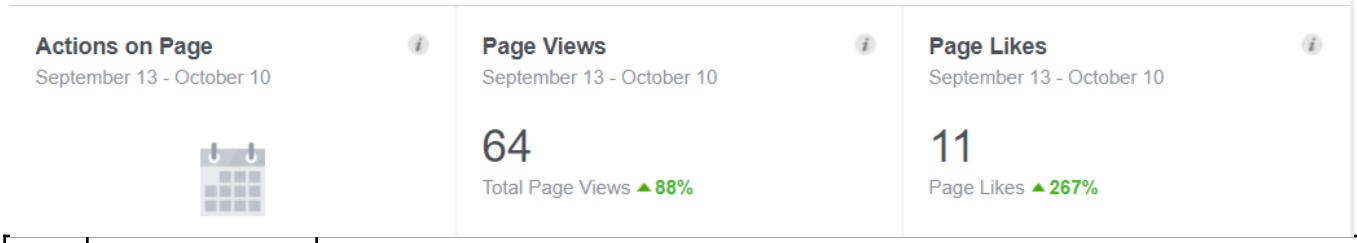

4	Sadie	Ongoing October conversations (share pics!) -informal way to get to know one another by sharing pictures -feel free to add to ALASC drive, Sadie will start a folder
4		
5		

(15 min) Order of Business - Standard topics for discussion

Let's TALK!

Agenda Items		
Topic	**Details**	**Actions**
(5min)	• Social Media and Events assistant search update • 9 current applicants ○ Kelli and Amelia will follow up with nominees about	No actions needed, we are waiting for the respondents to reply. Amelia will update when she hears back.

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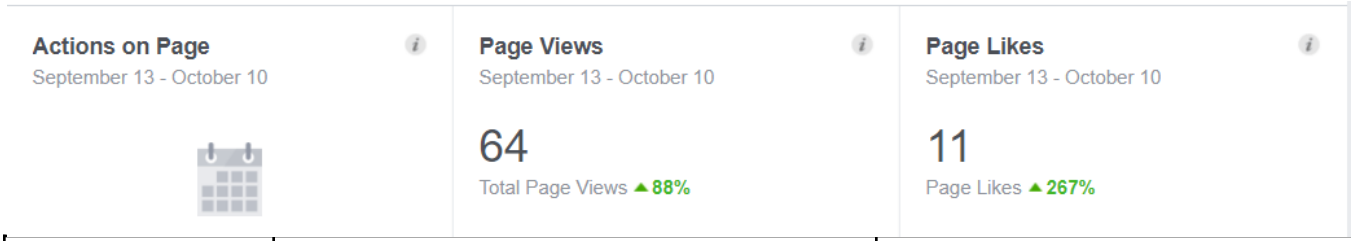

	their interest in the assistant positions	
(10 min)	**Pros and cons for new positions** **Pros** • Be inclusive: Give opportunities for those who are interested in getting actively involved with the chapter • Don't turn away students who've nominated themselves to join our board. • We now have 8 nominees for social media assistant. After choosing who will fill social media assistant positions, we can offer the rest other new positions if they're interested.: webmaster, blog editor, membership coordinator. • Improved outreach has boosted interest in volunteering for our board • New members will gain experience & want to continue in AY2022-2023, perhaps in senior positions like chair • Additional immediate support **Cons** • Hard to find volunteers (not so, see above)	

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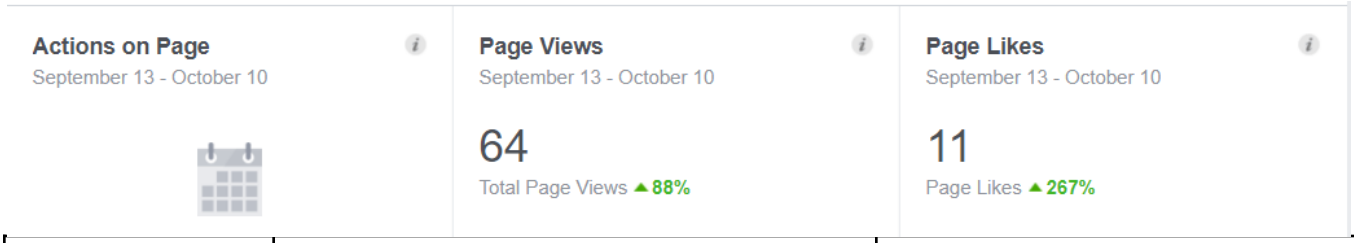

	• Additional training/onboarding on our end • Need to learn norms of ALASC **Webmaster** Pro: • Create a homepage for our website (now it's the blog & people only see the most recent posts) • Highlight upcoming events on home page to boost attendance • Maintain & bring event archive up-to-date to increase viewing on our youtube channel (no events have been archived since February 2020). • webmaster may appeal to more volunteers if duties are separated from vice-chair (administrative) • Could add a web assistant also • Always possible to improve website design Con **Membership Coordinator** Pro • Demonstrate our commitment to increasing student engagement (a	

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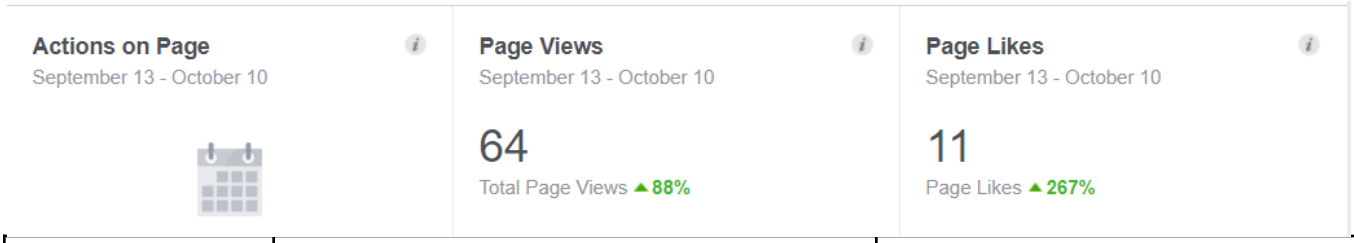

	plus for our application for ALA student chapter of the year) ● Oversee tasks we may be overlooking like making sure all board members have joined our Canvas group & bio/pic are posted on our website ● Act as liaison with info203 students & new ALA members ● For continuity we may want to open it up to 1 more person so we have someone who knows the ropes and is trained before the leading membership coordinator moves on. (Thinking ahead). Con **Blog Editor** Pro ● Can improve blog overall and make it more useful for students ● Oversee the blogging team and provide direction, organization, on-boarding. ● This position will help the team with guidelines, topics, post timelines, accountability/structure, clarifying expectations.	

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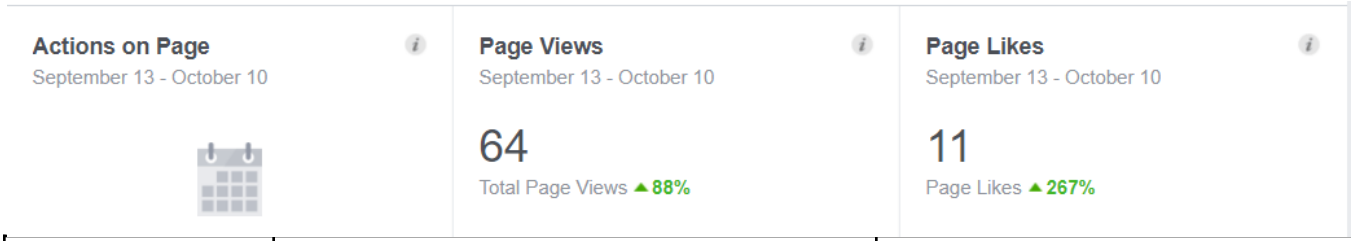

	Con **Vote on appointment to 2021-2022 board** Webmaster -No opposition , motion passes Membership Coordinator -motion passes Blog Editor -motion passes	
5 min	Communication EC team update ● Google rooms ● Google chats ● Email ● Check in's with Carlos/Sadie? **Carlos**: bi-weekly meetings with blogging team, google chats with event lead	

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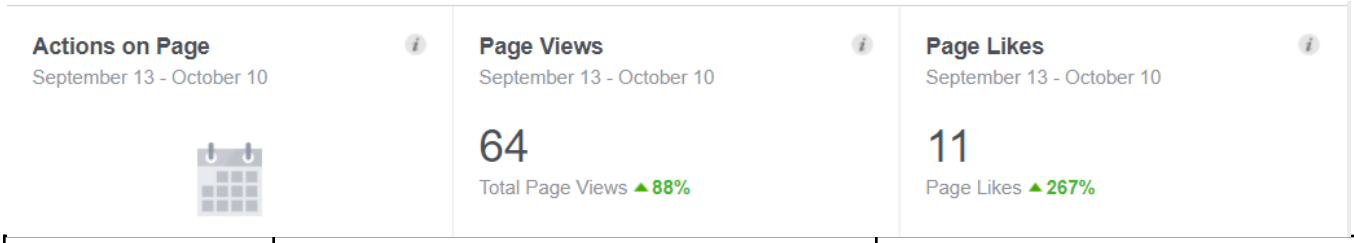

	Kelli- thinks texts are an events thing, in the moment communication , Gchats and rooms work okay Claire- chats feel more efficient Amelia- helpful from social media standpoint Sadie- Carlos and Sadie want to do bi-weekly check ins; to support/ give direction/ guide - in between meetings with potential small zoom meetings - help to grow and get better at our role Jen- really appreciated it and foud it to be helpful Amelia - 2nds Jen's sentiments	

(20 min) Updates/Reports - Informational updates from board members and committees

Faculty Advisor Report	**Alison**
Details	**Actions**

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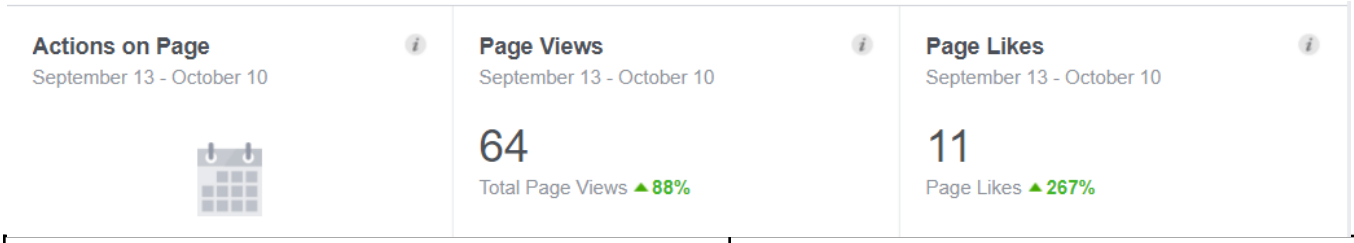

- **SCOTYA 2022** - Materials not posted yet, but usually due March 1
- Consider promoting/educating about: LibLearnX: The Library Learning Experience (LLX), San Antonio, TX, January 21-24, 2022
  - Wants to share with us and plant the seed for potential
  - Kelli- is this hybrid or only in person
  - Alison- fully virtual
  - Kelli- we can apply our allotment for registration fees to be paid for us, (We get ($1500 allotment for ALASC EC members)
  - Registration is Oct. 15
	- Kelli will look at allotment from ALA to pay for our registration

Events Committee Report 10 minutes	**Kelli**
Details	**Actions**

• **Event planning for 2021/2022**
 	
Banned Books
  ○ **Connect Over Coffee**: October 20
  ■ Networking event
  ■ 10 alumni have volunteered
	1. Elizabeth: 5 $5 gift cards

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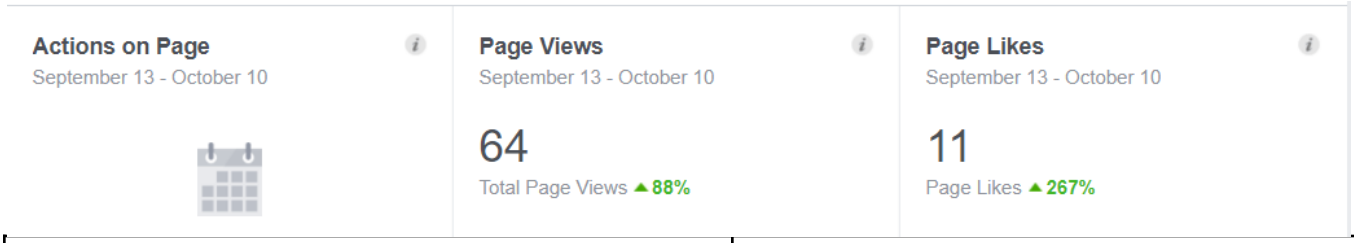

to participate: academic libraries; public libraries; JPL/NASA; Blizzard Entertainment; Disney; business ■ Start promoting to students now ■ Register now: https://sjsu.zoom.us/meeting/register/tZMscu6opj8vH9CaDALPdK1ed2vQkbWmJrq3 ○ **Speaker Event**: Librarians Leading Change with Kelly Williams ■ November 18, 6 pm ■ Application submitted 10/10 to Associated Students for $100 speaker honorarium: ○ **Around-the-World Library Tour:** November 3, 6:30 pm ■ In lieu of in-person site tours ■ Mobile libraries ■ Approved for Associated Students funding for t-shirts $750 (40+ t-shirts)	

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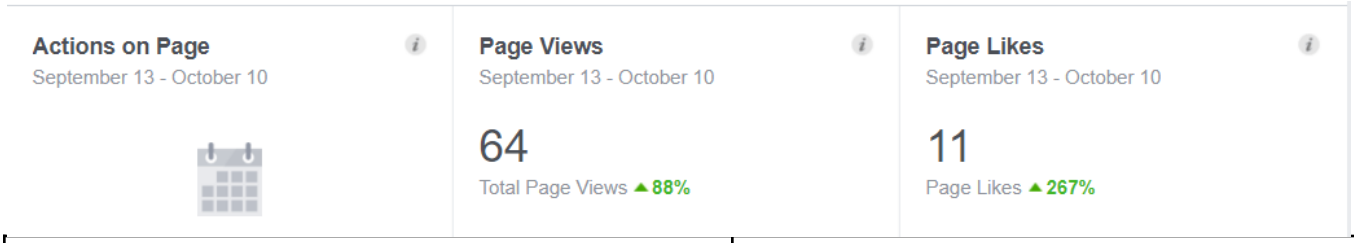

■ Research/slides ■ Promotion ■ Recording of last year's event: https://www.youtube.com/watch?v=beC_kW_T0D0 ■ ○ **End-of-Semester Hangout**: December ■ Casual ■ With other student groups ○ **Book circle/giveaway Spring 2022** ■ Application submitted for $2000 grant ■ Wait for November 20 when they announce awards ■ Joan Naviyuk Kane ■ Joan Naviyuk Kane's new book of poetry Dark Traffic. Naviyuk is an Inupiak poet who grew up in Anchorage, Alaska. https://www.poetryfoundation.org/poets/joan-kane	

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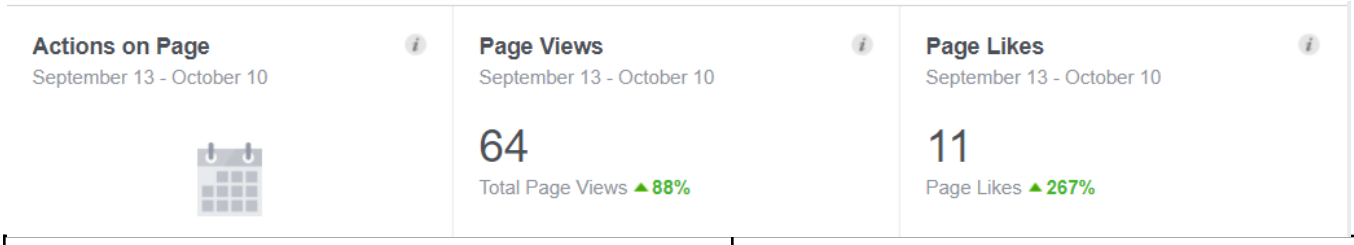

Treasury / Philanthropy Committee Report	Elizabeth
Details	**Actions**
• Banned Books Trivia	• Elizabeth is working on obtaining $5 gift cards for the 5 winners • Receipts for gift cards will be submitted to ALA for reimbursement (we have $100 from ALA)
• Around-the-World t-shirts	• We were approved for $743.65 for event t-shirts via AS Funding • Elizabeth is working through the process of obtaining these funds
• Speaker - Kelly Williams	• AS Funding application for $100 speaker honorarium has been submitted; awaiting approval
• Book Circle	• SJSU Fund Student Support and

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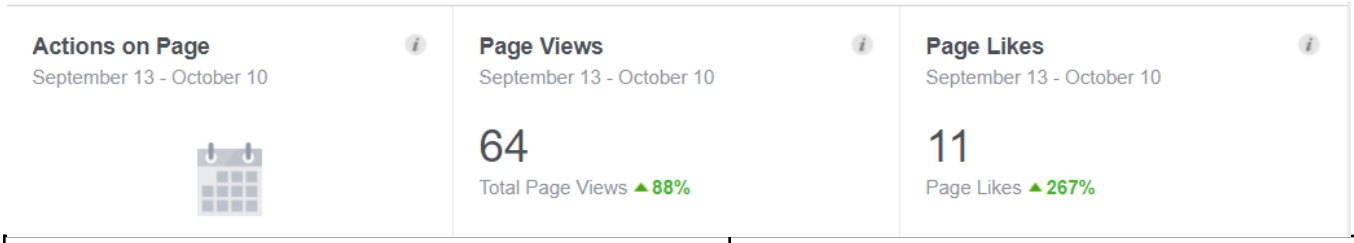

	Activities Award AY 2021/2022 application has been submitted - $2000 for book giveaway; awaiting approval

Social Media Report	**Amelia**
Details	**Actions**
• Good stats over the past month. • A lot of excitement over our events. • Thanks for all of the fun post suggestions! • More communication between members can generate more content for posts. • Canva Pro shared	

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Actions on Page
September 13 - October 10

Page Views
September 13 - October 10

64
Total Page Views ▲ 88%

Page Likes
September 13 - October 10

11
Page Likes ▲ 267%

28 day summary with change over previous period

Tweets	Tweet impressions	Profile visits	Mentions	Followers
44 ↑340.0%	5,738 ↑220.2%	371 ↑34.9%	1 ↓75.0%	789 ↑8

Oct 2021 • 10 days so far...

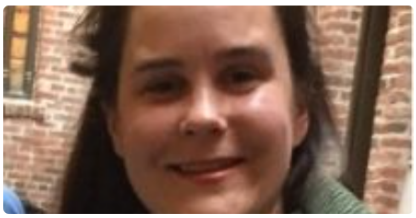
TWEET HIGHLIGHTS

Top Tweet earned 73 impressions

Meet the 2021-22 ALASC Executive Committee!

Claire Huysentruyt, Events Coordinator

A little about her: Claire is finishing her second year in the MLIS program. She lives in San Francisco with her partner, Jonathan, a recent iSchool graduate. pic.twitter.com/uFuPkC4sGh



1

View Tweet activity View all Tweet activity

Top media Tweet earned 66 impressions

Meet the 2021-22 ALASC Executive Committee!

Elizabeth Kuykendall, Treasurer

A little about her: Elizabeth lives in the Pacific Northwest and is a third-year MLIS student. pic.twitter.com/T1FQeyIRKE

1

View Tweet activity View all Tweet activity

ADVERTISE ON TWITTER

Get your Tweets in front of more people

Promoted Tweets and content open up your reach on Twitter to more people.

Get started

OCT 2021 SUMMARY

Tweets	Tweet impressions
6	842
Profile visits	**New followers**
11	2

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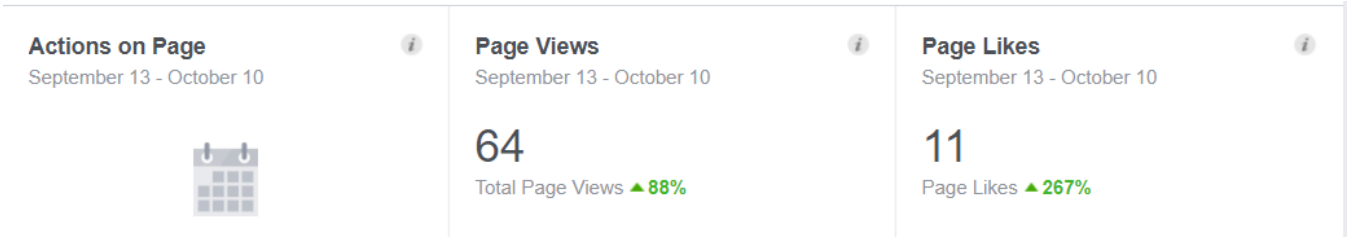

Website / Blogging Report	**Sadie/Mary/Jen**
Details	**Actions**

Changing blog template
• Decided on amphibious template
Blogging
• Sadie contributing blog content
• Search for guest bloggers
  ○ Interested pool of ALASC participants
  ○ Going to team with social media (SM) to draw in possible guest bloggers
• Current Blogging schedule
  ○ If interested let the blogging team know
	1. Let us know of any News and announcements
	2. Think of 2-3 starter questions for SM.
	  a. WWF match between an academic and a public librarian. Who would win?
	  b. Library sweater contest - who has the best one? (take a pic of yourself in your fave library sweater)
	  c. Share a memorable interaction you've had with a patron! (Friday)
	  d. Candid quotes from SM participants to blog
	  e. You can only take one book to a deserted island. What would it be and why?
	  f. Do you decorate your library for Halloween? Please share!
	  g. Share your fave thriller, book or movie!

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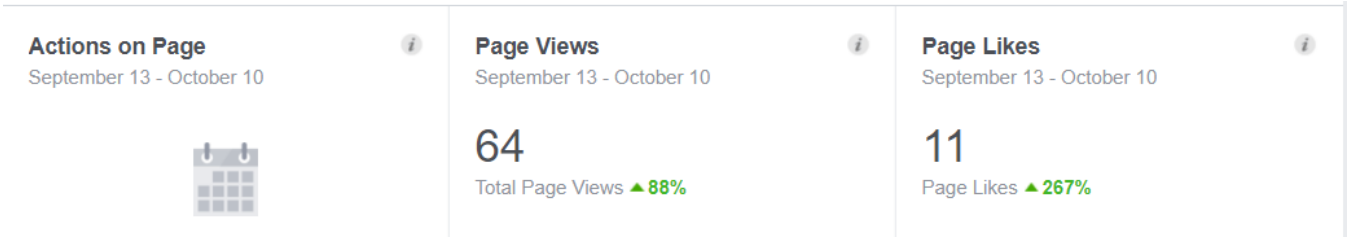

Archival Report	**Gabby**
Details	**Actions**
Communication line 2021-2022 EC Phone	

(10 min or time remaining) Other items - Information/announcements/topics that were not outlined above

#	From	Details
1	Carlos	Possible informal study sessions for ALASC members (looking for one in November/Dec)
2	Sadie	Share a memorable interaction you've had with a patron! What is a random skill that you've mastered either at SJSU MLIS or at work?
3	Amelia	Carlos was on Community Profiles! https://ischool.sjsu.edu/community-profile/student-carlos-bugarin-leadership-lib

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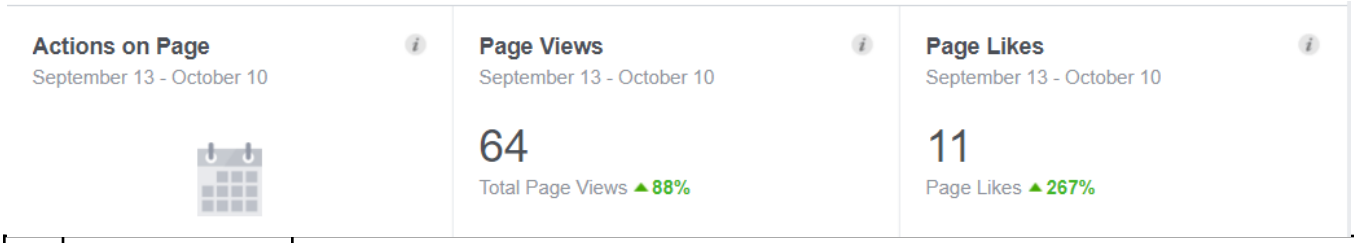

		rarianship-and-lending-helping-hand

Adjourned at: