Call to order:
A regular meeting of the Board of Directors of the College of Information Studies, Maryland iSchool Alumni Chapter was held in 4114 Hornbake Building, College Park, MD on April 16, 2013. The meeting convened at 7:05pm, President Sue Baughman presiding.

Member in Attendance:
- Sue Baughman, (President)
- Dee Clarkin, (Treasurer)
- Mary Choquette (Member-At- Large)
- Linda Williams, (Vice President)
- Lawrence Liff, Director of Development (Ex-Officio)
- Tori Weaver (Member-At-Large)
- Rita Cacas, (Member-At-Large)
- Joyce Tenney (Member-At-Large) recording

Guests in attendance:
- Katie Cole, ALA@UMD (Executive Board Member)
- Kim White, iDiversity Student Organization (Board Member)

The agenda was reviewed and accepted.

**ALA@UMD Student Organization**
Katie Cole discussed the activities and plans of the student group, ALA@UMD. This is a very active group which offers panel presentations, and tours. They do approximately 10 events per semester. Their membership is approximately 70 on their list, however their events are open to the entire iSchool student body. This past semester they have had a focus on special libraries and federal libraries. There is no membership fee to join and they have offered programs at UMCP and at Shady Grove. ALA@UMD is looking for assistance in connecting with speakers, offering professional networking, assisting in developing internships and field study opportunities, and financial assistance or programming. Katie reported that elections are going on now for new officers, but Katie will continue as a contact with the iSchool Alumni Chapter Board. Theresa Polk will also be a contact.

**iDiversity Student Organization**
Kim White discussed the activities and needs of the iDiversity Student Organization. This organization was founded in April 2012 and has been very active. There are 8 leaders of the group of approximately 70 members. They hold a special event every month and attendance at events has been good, between 20-30 people at events. All of their events are held at the UMCP campus, however they do live streaming of the programs to allow for access to all those unable to attend in person. Their platform is Google Hangouts. They offer live tweets for speakers during the program to allow those attending remotely to ask questions and participate in the
discussions. Programs have been on topics, such as educational technology, diversity, international librarianship, programing for underserved populations and diversity in professional positions. There are currently no dues, and a book sale was held to raise funds. Dues will go into effect at $5.00 per member to obtain voting privileges. They are working with UDC on a joint information literacy project.

iDiversity is asking the iSchool Alumni Chapter to supply micro-mentoring. A possible idea is to have a section on the website to list alumni experts who could be contacted for specific guidance and career suggestions. Offering interviewing advise and resume review would be useful to the students. The Alumni Chapter could offer connections to speakers and those in the library community who could offer insights into various aspects of librarianship and careers outside of libraries. Financial assistance for programs and travel grants for student to attend conferences would be very beneficial to the students.

iDiversity is interested in working with other groups on campus to expand programming in the future. Kim White will be our point of contact through August 2013.

Minutes of the Meeting held on March 5, 2013 were approved. Motion by Dee, seconded by Mary.

Treasurer’s Report
Dee reported that the chapter has $6,200 in checking, $202.00 in business savings, and $13,800 in the money market account. Expenditures to date include $100 for a plaque and food. Dee is working with the central UMD Business Office to get October-December statements on file with the Alumni Association. There are specific forms to be completed to get our accounts set up for disbursement from the Alumni Association. $2.00 per active alum (approximately 300 for iSchool) will be deposited in the chapter account from the Alumni Association annually. Larry will work on growing the membership of the iSchool Alumni. Dee will continue working with UMD Business Office to finalize forms and process.

Old Business

A. Sponsorship of iSchool Student Groups & Other Activities - Procedures
Joyce discussed the revisions to the procedures document and asked for additional edits. Several were received and a final draft will be sent to the list and Nick will be asked to post on the website.

Dee noted that it would be good to have a Google Docs site for the board to house documents and work on revisions. Larry has had an email account set up for the iSchool Alumni Board and with UMD to make it accessible to the Board. Nick was working on the Google Docs site and we will ask for an update upon his return.

It was noted that once all is set up to receive the grant applications, the subgroup of Nick and Joyce will review and make recommendations to the full board. We will need to develop advertising to the student groups when we are ready to proceed. The fall orientation for
students was suggested as a good place to introduce the grants process. Mary will report on possibilities for being included in the fall orientation agenda.

B. Planning for Chapter Activities for 2013-
Sue noted that we had a good initial discussion at the last meeting and a spreadsheet of possibilities was developed and distributed. Many ideas were discussed and the following were suggested as possible plans for the coming months:

**Programming:** In conjunction with iSchool participate in the ALA reception on June 29th, participate in the Maryland Library Association iSchool Alumni reception, participate in events at MARAC, State of the College by the Dean, fall orientation, Homecoming, Awards Gala, and December graduation.

A cookout for the summer was proposed to introduce the revived chapter to the membership. It was agreed that the best time for the Annual Meeting would be in 2014 and include the elections in that planning. We might ask the Distinguished Alumna/us to speak at this meeting. There would be events where the chapter would have a presence and events sponsored by the chapter. When possible it is beneficial to piggyback on the main Alumni Association events, such as Maryland Day, Homecoming, etc.

**Scholarships:** Fall would be the time to award scholarships. The iSchool already has a process in place for scholarship application review and selection. Mary will share information about the process so that the Board might adapt it.

**Committees:** Scholarship Committee, Sponsorship for Program Review Committee, Nominating Committee

Sue suggested that any additional ideas be sent to the group for consideration.

C. Alumni survey and draft cover message
Dee, Nick and Tori submitted a draft survey and letter for review. After discussion and suggestions for edits, the process for proceeding with the survey was discussed. The survey will be conducted over Survey Monkey and Larry will put Dee in contact with someone to assist with the set up of the survey. It was agreed that the survey should go through testing before released to the membership. Mary suggested using staff at the iSchool for testers. Dee will get the survey out before the end of May and include three reminders spaced out over 3 days each will be sent to the chapter. It was noted that the letter and survey should include the notice that results will not be shared with other UMD alum and is specifically for the use of the board and iSchool.

**Next Meeting, May 13, 2013 7:00pm-8:30pm**
Agenda items for the next meeting include: SLA Student Group report, Follow Up on Survey, program ideas, additional planning discussion, and formulation of calendar of events.

Larry reported that the Dean will be making a report on the news of the school and would be happy to include a report from the alumni board. Please send ideas to the group.
There is no meeting scheduled beyond May, so we will need to decide summer schedule.

The meeting was adjourned at 8:45pm.

Respectfully submitted, Joyce Tenney