

ELUNA Steering Committee Retreat

October 28-29, 2019

Minutes

Present: Allen Jones, Alison Hitchens, Dale Poulter, Emily Singley (recorder), John Greer, Karen Glover, Kyle Banerjee, Laura Morse, Michael North (chair), Pascal Calarco, Sue Julich

Guest: Dave Allen (IGeLU SC Chair) [attended part of meeting on October 28th]

ELUNA Organizational structure

- Discussed needs assessment for the future structure of the ELUNA organization
- The Steering Committee agreed to draft a needs assessment by early 2020 that will go to the membership for input

SIWG Review

- Discussed emerging needs for working groups
- Brainstormed ways to align with the organizational model

Chair-Elect Announcement

- Determined schedule and process for chair elect announcement
- Announcement will go out to the Coordinators list and then to all members next month

ALMA Work Group

- Discussed work with current Alma WG chair about the Alma Working Group proposal
- Considered how to best meet the needs of the Alma WG

RapidILL

- Agreed to ask Ex Libris management for a roadmap on next-gen resource sharing and RapidILL
- Agreed to offer a no-cost trial ELUNA membership for all non-ELUNA RapidILL members

Esploro

- An Esploro Work Group will be created, with a goal of kickoff at ELUNA 2020

- The Steering Committee will be reaching out to the community to recruit a potential chair.

Primo WG Rename Request from IGeLU

- IGeLU Steering Committee would like to rename the IGeLU Primo/MetaLib Working Group to be just the Primo Working Group
- Dave Allen (IGeLU Steering Committee chair) has requested our feedback on this change
- Approved the IGeLU PWG name change
- Will pursue making the same change for ELUNA Primo WG

Ask the Expert

- ExLibris is continuing to develop an “Ask the Expert” feature that would let customers chat with ELUNA community “experts”
- Discussed ways to provide feedback to ExLibris on this initiative

Wild Apricot update

- ELUNA will be moving our membership management to an online platform
- The vendor is Wild Apricot
- More information will be forthcoming

Discussion with Dave Allen (IGeLU) Monday - 3:30pm - 5pm

- Dave Allen, Chair of the IGeLU Steering Committee, joined the meeting from 3:30-5 on Monday
- We discussed the following topics:
 - SIWG / WG structure discussion
 - Wild Apricot update
 - GUAL meeting
 - Ask the Expert
 - Esploro group
 - Alma work group restructure
 - Announcing incoming chair-elect

ELUNA procedures

- Agreed to perform a review of Steering Committee operating procedures

Communication Strategy

- Edgar Garcia will be announced as the new Communications officer for the Steering Committee
- Pascal will take on role of Communication Liaison, and will work to onboard
- Discussed communications tasks and expectations – including social media and website
- Agreed that monthly Steering Committee minutes will be published in the document repository, and announced to the community

RUG support

- Discussed the needs and structure of Regional User Groups (RUGs)
- Agreed to start a RUG task force, to further gather and assess needs
- Task force will include Karen and Emily from the Steering Committee, and a call to RUG chairs will go out for participation
- Task force will write recommendations to go back to the Steering Committee prior to ELUNA

ELUNA Steering Committee Elections Nominations Committee

- A call for nominations committee will be sent out to All Coordinators list by the end of the week
- The Steering Committee will review and potentially revise the nomination application
- The nominations committee will consist of at least two Steering Committee members (Karen, Emily, and Allen volunteered) as well as at least two work group leaders

ELUNA Annual Meeting Update

- Laura gave an update on conference planning
- 2020 breakout slots were discussed
- ALA midwinter – swag will be thumbdrive with prior conference presentations. Reviewed and agreed upon language to go to presenters to ask if they want to share this content
- Discussed possible closing keynote speakers
- Discussed potential networking event and/or dine-arounds
- Sherrie Kristin Scholarship – Pascal volunteered to lead this year
- 2021: Allen is working on theme
- 2022: Contracting for AV; 2026 being deferred at this time
- 2023: Contract under review

Code of Conduct

- Current CoC was reviewed
- Sue will draft a revised CoC and share back to the Steering Committee

Product Development Collaboration Agreement

- With the addition of new products, and declining customer base for “legacy” products, agreed that a review of the Product Development Collaboration Agreement is needed
- Allen and Alison will draft a set of recommendations and bring back to the Steering Committee

Constitution and By Laws

- Agreed that these documents are due for review
- Dale and John and Karen will review the documents and bring recommendations back to the Steering Committee by January, 2020