

UNCONFIRMED MINS  
**JSSS Executive Board Meeting**  
**Minutes of 6/28/19 – reconvening 6/29/19**  
**Asheville Conference**

**Convener:** Luke Hockley, President

**Recorder:** Heather Taylor-Zimmerman, secretary

**Present:** 9 members of the board equaling a quorum, including: Lisa Pounders, Sukey Fontelieu, Cynthia Cavalli, Elizabeth Nelson, Inez Martinez, Luke Hockley, Matthew Fike, Heather Taylor-Zimmerman and Greg Mahr

**Absent:** Alexandra Fidyk, Susan Wyatt, Robert Mitchell

**Agenda:**

- 1) Approval of previous minutes.
- 2) Matters Arising from previous minutes – (a) Michael Lukie needs to be removed from the list of officers on the website (b) The ‘Open Letter’ has now been placed on the Society’s website.
- 3) Appointment of Secretary, following resignation of Susan Rowland
- 4) Membership of the Board and continuity planning
- 5) Information sharing: mailing lists, membership lists, financial reporting, website updating etc)
- 6) Diversity Scholarship
- 7) Treasurer’s Report
- 8) JSSS Journal Update
- 9) Website developments: (a) design (b) Information sharing: mailing lists, membership lists, financial reporting, website updating etc); (c) GDPR compliance statement)
- 10) Conference for 2020 and 2021
- 11) Any other business

**1) Approval of Previous Mins:**

The previous minutes were reported and approved.

**2) Matters Arising from previous Mins:**

None

**3) Appointment of Board Secretary :**

Board Changes: Susan Rowland and Susan Wyatt are stepping down from their respective positions as secretary and program chair. Susan Wyatt remains as Vice President. Cynthia and Heather agreed to be temporary secretaries for the next 4 days. Heather agreed to be secretary for a year.

She will type up the minutes and post them to Luke who will make any necessary amendments before filing/posting them.

#### **4) Membership of the Board and Continuity Planning**

A discussion ensued of board membership and the current status of members regarding payment and participation. Luke will write to all of the members who are no longer participating and give them the opportunity to pay their dues and stay on the board. A timeframe will be provided, and a letter will be drafted before the conference ends. Sukey will identify who should receive letters based on her records.

#### **5) Information sharing: mailing lists, membership lists, financial reporting, website updating etc)**

It was brought up that our organization is heavily dependent upon 1-2 members. Robert holds the membership lists and we need to create redundancy in the distribution and the maintenance of the lists. This can mean archiving and creating a mailing list and server--perhaps mailchimp. Google docs can also be used for central archiving, and Lisa said that she can set this up and support Robert in the transition to a digital archive and mailing. (Robert is in Zurich currently.)

Luke noted that he had a security glitch where someone accessed and used his email contacts.

Special thanks given to Lisa for the amazing accommodations and site coordination. Recognition of Steve Buser and his welcoming support. Luke noted that we should keep Asheville in mind for another conference, given its wonderful energy and the Cambria's excellent accommodations.

#### **6) Diversity Scholarship**

Diversity Discussion: Inez reported that no nominations were given for the diversity scholarship, and a discussion of how to increase diversity ensued including increasing the ability to pay for more than the registration at the conference to include possible room and travel assistance. An additional discussion of what constitutes diversity ensued, noting that we are mainly a white organization, though we do have a few people of color and diverse sexual orientation with a large number of women in positions of relative power. Ways to increase diversity, including native American diversity were discussed with the suggestion that place could be used as a way to increase diversity through conference locations. It concluded that diversity should be a part of all of our decisions as an organization. A scholarship fund will be set up for diversity that could include paying keynotes or other related costs.

There was a suggestion and discussion of ways to thank Steven Buser for graciously supporting the conference and JSSS.

#### **7) Treasurer's Report:**

Sukey reported that our account is currently in a state of flux with money withdrawn daily for conference expenses. 2 days ago, the balance was \$42,175. Total income approximately \$22-23,000. Lisa said that the worst case is that we will remain even, the best case is that we will be up a little. Sukey added that only 10 people paid dues outside of conference attendance. We will email people and also add a way to donate. Keep membership fees structure simple and use donations to help.

#### **8) Journal update:**

Elizabeth discussed partnering with the University of Alberta thanks to Alex. She acknowledged that the library publishing team has been fabulous. The topic moved to the number of article submission's increase for 13-14 articles. Given the volunteer status of the editors and the increase time load, the prereview checklist will be edited to be more stringent, letting fewer articles to the peer review process. Additionally, a limit of 6-8 articles was discussed.

#### **9) Website discussion:**

Thanks to Heather for the logo design and Lisa's ongoing website design. The history of the website was discussed and how it is now hosted by JSSS for \$5/month with a new site being developed. It was noted that the GDPR needs to have language drawn up by lawyers for foreigners to the US and how their information will be processed.

#### **10) Conferences for 2020 and 2021:**

The 2020 conference: Fanny Brewster's proposed the Quaker Center in Philadelphia with the theme of Liberty and Justice; Freedom. The prices were discussed, along with the advantages of discounts for having everything in one facility—including hotel. This will be pursued further and discussed in the membership meeting as well to get feedback from the group. Potential other sites were discussed along with previous sites. The discussion was tabled until after the membership meeting.

Meeting was adjourned, and it was then continued after the members meeting on 6/29/19 (notes following after the board discussion in completed).

#### **11) AOB: none**

*Continuation of the Board Meeting without Greg Mahr*

In the previous meeting we started off with the minutes of the meeting. There were no amendments and the minutes were accepted with all in favor.

Heather was nominated, seconded and passed as secretary.

Old Business: The GDPR was addressed as an immediate issue needing to be addressed (regarding the data of a citizen outside the US), the organization must have a policy regarding the handing of information. We will have a policy of holding electronic information without undue dissemination, etc. Luke will give the appropriate language to Lisa.

Diversity Scholarship will be kept at least for another year. Petra Otero has volunteered to run the program and Inez will put out the call for nominations. You can self-nominate and Inez moved to set up a fund to support diversity to help people travel, etc.

It was suggested that we stipulate the size of the fund with about \$5000 designated to help people. It was noted that people might not feel comfortable with the funding of people along diversity because it feels like white patronage. There is no easy answer, but a discussion of wider participation and inclusion should be pursued. How can the pursuit of diversity be sensitive to those who represent diversity? The fund was suggested with oversight by the board for perpetuity. This could be used for speakers or attendees with flexibility built in regarding use. The fund will pay for the scholarship out of this with other options as well. Discussion of how the money is generated went on, and the fund was passed.

Further discussion regarding supporting diversity and increasing sensitivity regarding the language and proposal was discussed. The name of proposed nominees will be put forward to Inez after they agree to attend. When the program is set up and we know the participants, Inez would do a lottery if there were more than three. There is also a mentorship aspect. Acknowledging the sensitivity of the topic, the consideration of renaming the fund was discussed with the understanding that it is a new member fund. Discussion regarding the diversity fund and the scholarship fund, and language was pursued to accurately represent the program with the language of diversity. This discussion will continue.

2020 Conference Theme and Location: Fanny's proposal of location and theme were discussed, as well as other theme ideas and language suggestions. Shadows of freedom or shadows of liberty, Liberty and Social Justice, the Shadows of Freedom, were all proposed as titles. The creation of space regarding the word freedom in relation to slavery was also discussed. It was suggested that the feedback from the conference along with the suggestions of the board be discussed with Fanny to work out the details of the proposal. Luke volunteered to give the information in dialogue with Fanny along with the strong preference of the membership for a single space that can accommodate the conference in one location.

The question of who to look into this was answered by Cynthia who volunteered. It was put forward that the current hotel was appreciated for its fresh and modern feel, and continuity through the hotel chain was pursued and will be researched. (Cambria in Philadelphia was found to be too small.)

Sue Wyatt as the conference organizer is no longer participating as the program coordinator. A nomination for the role was requested and ideas for the role were put forth. Brainstorming ensued and inclusion of brainstorming and technology was discussed. Inez said that she would mentor the process. There is a lot of implicit knowledge. Sukey, Inez, Cynthia, Alex, Luke, perhaps Peter, and Evi could be included in the review of the papers. Evi was

discussed and proposed as a program chair, seconded and all in favor – to be mentored by Inez Martinez. (Evi later accepted this position.) Cynthia will work to research the hotel space, and we will look into hiring a site director liaison to assume some of the planning responsibilities regarding catering, etc. (Planning for 70-90 participants with 2 break out rooms with 20-30 each.)

Linda Marshall was mentioned as a possible person to help on the ground, and this will be pursued.

Luke will reach out to Fanny and offer if she wants to write a CFP and get it out in end of July. If not, it will be written by Luke and run by others with key words. Another item was that the call for papers should go out quickly with the question on how to get the call out. It will be sent out through Robert. The discussion of keeping the list of this conference and Robert's list will be sent out to cover everyone, even if there is redundancy.

Matthew added that he would like there to be a template handed of from one program committee to the next that can keep continuity and archive our experience and knowledge. Lisa will create a paper to share. The need to build a repository of documentation was discussed and will be built up on the website. Then the roles and organization will have an archived legacy. Google drive will help with this.

Thanks was given and the meeting was adjourned with a continued exploration of Mexico as a future conference location. Petra and Robert were enthusiastic about the Mexico location. San Miguel was another conference option. The closest flight was discussed, and more debate will continue regarding accommodations for the following conference. Gustavo was considered as a contact.

Meeting was adjourned.