Minutes
WAML Executive Board Meeting
Tuesday, November 26, 2024
11:00 am Pacific/ 2:00 pm Eastern

Call meeting to order: 11:03 am Pacific

Officers in attendance:

- Meg Miller (President)
- Cheyenne Stradinger (Vice President)
- Jessica Benner (Past President)
- Emilie Ducourneau (Secretary)
- Bruce Godfrey (Treasurer)

Absent: N/A

Other attendees: Zoe Dilles, Ken Rockwell, Michael Smith (UCSD)

Approval of minutes from last meeting:

- 2024-10-29 Executive Board Meeting Minutes
- Approved by email November 1, 2024

Officer Reports & Check-In

- Meg Miller (President)
    - Summary of Conference feedback
    - Met with Sarah, Josh, and Theresa to chat about IB + EBSCO (proposal later in agenda)
    - Honoraria Zoe/Mike/Ken split
- Cheyenne Stradinger (Vice President)

- Cheyenne and Bruce plan to meet December 3rd to plan for Moscow 2025!
    - Meg, sam, and Cheyenne are working on a brief Conference Highlights piece about Albuquerque to be published in the Journal of Map & Geography Libraries.
- Jessica Benner (Past President)
    - N/A
- Emilie Ducourneau (Secretary)
    - Newly minted MLIS!
- Bruce Godfrey (Treasurer)
    - Scholarship lunch paid. All 2024 annual conference expenses paid.

Actions approved over email by E-Board since October 2024 E-Board meeting

- N/A

Appointed Position Reports

- Sarah Zhang (Information Bulletin Editor)
- Ilene Raynes (IB Book and Geospatial Resources Review Editor)
- Georgia Brown (IB Features Editor)
- Nick Beyelia (Membership Manager)
- Mike Smith (New Mapping Editor)
- sam hidde tripp (Social Media Manager)
- Zoe Dilles (WAML Archivist)
- Kevin Dyke (Web Administrator)

Updates from task forces,

committees, etc.

- Continuing Education (Kat Strickland)
- Communications Committee (Georgia Brown)
- Scholarship Committee (Jo-Ann Wong)

Old Business

- Two potential committees resulting from discussions last month:

1. IB (Meg’s summary)

- The purpose of this Ad Hoc Committee is to evaluate EBSCO indexing offer for IB (and the tangentially related issues/ discussions that have come up around it).
- Members: Sarah Zhang, Meg Miller…about 3 more members
- Stuff includes:

1. ISSN in Tom’s name: now we have a physical address
2. What else do we need to do to be able to mint DOIs
3. EBSCO offer
4. Indexing in Google Scholar and elsewhere

- Meg proposes that we create an Ad Hoc committee to evaluate EBSCO indexing offer for IB (and the tangentially related issues/ discussions that have come up around it). Meg appoints herself as chair and will include Sarah (IB editor) and other interested members. Emilie seconds this. Motion passes. Zero abstentions and zero nos.

Board Discussion

- Jessica: Could add searching content on the IB–taking a look at how that is currently done and how to improve it.
- Any thoughts on anyone who would be interested? Knowledge on scholarly publications? Web-related searching and indexing? Kevin, Chrissy?

2. Code of Conduct Review (Meg’s summary)

- This Ad Hoc committee is being called to modernize the WAML Code of Conduct.
- Needs to be a living document that can change. Modernizing the CoC could be put to a committee. This committee could deal with both possible violations and the upkeep of CoC. How does someone report a violation, who will manage it, and discuss repercussions…
- Members: Jessica Benner, Emilie Ducourneau,(and then maybe trying to recruit some combination of folks belonging to an underrepresented group, a male, a long standing member and a student?). Proposing more work for these members…should this be something that exec does because of the size of WAML?
- We need to articulate:

1. What is/ is not appropriate behaviour using concrete examples,
2. Feedback mechanism to report a violation to the code
3. People who will manage the report of a violation
4. Repercussions for violating the code
5. What transparency will look like

Board Discussion:

- What will this CoC cover? In-person events? Every meeting, List-serv, and Slack? Other CoCs cover everything, so it makes sense that this one covers everything, too.
- Should this be a standing committee? What should it be called? CoC Committee? Jessica can lead this committee this time, but should this be a past-president duty to lead this committee, along with the VP and other members? This could be a way to formalize it, but do we want to go this far?
- Meg–Transparency piece at an annual conference–anonymized report of any instances. Would we put a piece in our conference in addition to accessibility?
- Bruce: board creates ad hoc committee–these items will really need discussion. They can come back to the board to make recommendations on how to proceed.
- Dealing with the reported violation to the current code concurrently (although separately) with the creation of this committee/updating. Meg and Cheyenne could meet with the reporter and then act accordingly…talk with the member. Keep folks in CoC group updated with the actions.
    - Should the board be updated with the actions taken against the member? How do we enforce a CoC that is in the process of being created?

- Two separate items–dealing with the current report, and updating the CoC for the future.
    - Transparent about the CoC we have right now, as it does not include details with how to address reports.
- Jessica–should they send a message to ask for members? Cheyenne–it makes sense for the VP to be on the committee. Cheyenne will be included in the committee.
- Create Ad Hoc committee with a charge, appoint a chair, go from there

ACTION– Meg: Meg, Cheyenne, and Emilie will meet to discuss reported violation to the current code. They will ask the rest of the e-board to discuss.

- Meg proposes that we create an Ad Hoc committee to modernize CoC and that we appoint the Past President (Jessica) as chair of committee. Bruce seconds. Motion passes. Zero abstentions and zero nos.

ACTION– Jessica and Meg: by the next meeting,they will have sent messages out to the listServ about respective Ad Hoc committees and asked about interested members.

New Business

- WAML Conference: Denver 2026 Craig Haggit email (Emilie)
    - Volunteered to host WAML 2026 at Denver Public Library

ACTION– Emilie: Emilie will invite Craig to a meeting in 2025 to ask more about the possibility of hosting in 2026.

- No December 2024 meeting. The fourth Tuesday of the month for Spring 2025 still works for everyone.

ACTION– Emilie: Emilie will delete the old Zoom invite and invite entire membership for Spring 2025

- Conference Manual 3rd edition- ready to go? (Cheyenne)

ACTION–Jessica: Jessica will finalize comments, check on appendix (SC)

- Where/how to post links to conference slides?

    - WAML website conference list–do we add documents and where to post links for everyones slides.
    - Conference site should be where the link to slides is. Slides are currently in Google Drive. Zoe will take them and archive them.
        - We can either then have a link on the website or, moving forward, post the link to the slides to the program page.
        - Or a curated thing where the program has a link to each of the slide decks.
        - Zoe can do several different things depending on the wants/ needs of WAML.
        - Meg proposes having a third sub-menu for conference proceedings that links to Stanford's page. Here is the link to the 2023 conference: Proceedings of the Western Association of Map Libraries Meeting, 9-12 August, 2023 Vancouver, BC | Stanford Digital Repository

ACTION–Meg: Meg will email Kevin to tell him about the new edit to the master menu structure. Should Meg or Kevin update the menu? Afterwards, Meg will tell the membership about the change.

ACTION–Jessica: For future meetings, look at the membership–renewal option. What does the membership look like? One of Jessica's PP duties.

Potential Social Media Announcements

- Call for GIS day photos/reports or submissions for the bulletin

ACTION– Meg: Make email accounts that are for treasurer/social media at WAML.org

- In December, calls for holiday-themed maps

Next Meeting

- Tuesday, January 28, 2025 at 11 am Pacific

Meeting adjourned: 12:24 pm Pacific

Minutes submitted by Emilie Ducourneau (Secretary).

Approved by the Executive Board by email on **December 10, 2024**

Action Items

Emilie

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Jessica

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Meg

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