

SustainRT Steering Committee and Committee Chairs Meeting

Meeting Minutes: September 14, 2023, 1:00 PM EST

In Attendance

- SustainRT Chair, Mandi Goodsett
- Committee Members and Chairs: Tina Chan, Erika Jenns, Jen Ripka, Jennifer Embree, Lauren Read, Marcy Bailey, Elisa Coghlan, Jen Smith, Pixie Rose, Christina Mayberry, Jenn Washburn, Jen Ferriss, Sara Dallas, John Burgess
- Guests: Kristen Foland

ALA Executive Board Update

- ALA executive board update (Sara): The report was posted to ALA Connect.

Committee Chair Reports

- Awards (Jenn Washburn and Tera Ray)
 - Date of most recent meeting: 8/4/23 - Next meeting scheduled for 10/6/2023
 - Notes from that meeting: reported updates at August meeting, welcome to new committee members Lisa Kropp, Jennifer Smith, and Lynne Lambdin.
- Education and Programming (Jenny Garmon)
 - Date of most recent meeting: 9/7/2023
 - Notes from our 9/7/2023 meeting: First meeting of the full committee -what a great group!
 - After brainstorming with our group and on behalf of our committee, I'll submit a proposal for ALAAC - we're excited about an innovative topic and format.
 - Our committee proposes our Action 7 (Library staff will understand concepts of sustainable economic development and local economic development and how they can be applied to their work in the library.) as a potential program for Emerging Leaders. Katrina Ortega volunteered as a Member Guide.
 - We have three ideas for webinars, led by different members of our committee, this coming year!
 - Question - any update on ALA decision regarding partnering on the climate cafe?
- Membership (Lauren Read)
 - Date of most recent meeting: 7 August
 - Notes from that meeting: reported on last (steering) meeting
- Public Advocacy and Awareness (Sarah Tribelhorn and Erika Jenns)
 - Date of most recent meeting: 8/7/23
 - Tote bag collection at ALA was not very successful. Will look at different options to see if this would be viable for ALA. Will need some more extensive marketing around this, and why it is environmentally important.

- Reviewed the Strategic Plan and Goals for our five action areas, and updated the table. We are in progress in all areas.
- A writeup for Webjunction would be more appropriate than a presentation, following up on this.
- Emerging Leaders project proposal: Multi-year marketing campaign for conference carbon offset fee and awareness around this, reaching communities outside SustainRT, also to include visible marketing for recycling at conferences.
- Will continue to follow up with state orgs to include the sustainability pledge at local conferences
- Physical magazine opt out works via email request (but does not include other marketing materials). Following up on when we will be able to manage our preferences online.
- Publicity and Outreach (Lauren Bissonette and Elisa Coghlan)
 - Date of most recent meeting: 8/4/23 (meeting again this Friday)
 - Welcome new and returning members Aja Bettencourt-McCarthy and Evan Meszaros
 - Assigned new social media roles to members
 - Starting September, we will be putting out calls for content, event sharing, newsletter submissions, discussion questions, etc.
 - Blog update 8/7/23: some of the blog posts have been moved over to SustainRT and they are awaiting some feedback to make sure everything is working so far. <https://www.ala.org/rt/sustainrt/sustainrt-blog>
 - Outreach Form: <https://forms.gle/M2nAYht49MaosqkB9>
- Sustainability Resources (Angele DeNeve and Jen Ripka)
 - Date of most recent meeting: 9/11/23
 - Reviewed Strategic Plan Action Items
 - Emerging Leaders Brainstorm:
 - Sustainable recruitment/retention study (social sustainability)
 - What to do when weeding large amounts of physical materials? (environmental sustainability)
 - Digital collections best practices study and most efficient use of digital materials budget (economic sustainability)
 - Getting the most out of materials budgets - print vs. digital

RoundTable Updates

- Councilor report (Jen F.): no council meeting or updates since the last report. Help is needed with the [Resolution](#) that will be brought to council at ALA LLX in December.
- Carbon Offsets LLX Web Page (Jen F.): offsets have been a voluntary donation since 2020. Providing a webpage with the reasoning for offsets and asking ALA to include offsets as a post-registration option or at-conference option as well as during registration. Steering committee members can review the web page draft.
- ALA Council Committee on Sustainability update (Tina): no updates as the committee has not yet met.

- Committee members voted and selected this as our Emerging Leaders project proposal: Multi-year marketing campaign for conference carbon offset fee and awareness around this, reaching communities outside SustainRT, also to include visible marketing for recycling at conferences (suggestion from Jen F.)
- Other Emerging Leaders ideas included:
 - Resilient Activist project
 - Outreach to library organizations, program to work with vendors
 - LIS curriculum related to sustainability
 - Organizing and promoting the Zotero database, developing missing resources such as the speakers bureau
 - Reinvigorate mentoring program
 - Membership engagement activities
 - Project for (Action 7) library staff will understand concepts of sustainable economic development and local economic development and how they can be applied to their work in the library.
 - Climate Justice research or project
 - Educational campaign to help conferences become Carbon Neutral by 2025
 - Sustainable recruitment/retention study (social sustainability)
 - What to do when weeding large amounts of physical materials? (environmental sustainability)
 - Digital collections best practices study and most efficient use of digital materials budget (economic sustainability)
 - Getting the most out of materials budgets - print vs. digital
- [SustainRT Strategic plan](#)
 - Committee members please indicate in the planning document when you have reviewed the current strategic plan with your committee
- SustainRT Turns 10: Ideas for celebration
 - Article in ENSULIB newsletter
 - Social activity at ALA LLX in Baltimore (Lauren Read)
 - Virtual celebration (Tina Chan and Jennifer Embree)

Steering Committee Session

Quorum: 7 in attendance.

- Approve minutes from August 10th, 2023 meeting (Jenn W.). Tina Chan first and Marcy B. seconds, all approve.
- Treasurer's update (Marcy)
 - SUSTAINRT FY2023 through Q3 [full report](#)
 - Beginning/Ending Net Asset Balance \$23641/\$27470
 - Expenses 2023 FYTD Q3 \$ 1216
 - Operating Surplus 2023 FYTD Q3 \$ 3829
 - Planning note: Impact of coupons for free membership - no revenues will be realized, full cost of annual membership will be reflected as an expense.

- Student membership coupons, coupons are preferred to reimbursement. Marcy would like for us to have a plan for issuing and redeeming those coupons, as well as a plan for budgeting for the amount of coupons and a cap for membership coupons that is in line with our fiscal needs.
 - ALA cost for student membership \$43
 - Round table student membership \$10
- New business, none.
- Adjourned at 2:13 PM EST