Reference Round Table Executive Board Meeting Minutes

Texas Library Association Annual Conference
Saturday, April 27, 2013 @ 10:00am

Fort Worth Convention Center, Room 112, Level 1

Present: Melissa Place, Ashlynn Kogut, Yvonne Chandler, Coby Condrey, Mindy Tomlin, Erin O’Toole, Hollie Gardner, Susan Whitmer, Constance Matheny, Jeffrey Levy, Liz Backsdale, John Hepner

Ashlynn Kogut called the meeting to order at 10:06am

I. Welcome and additions to the agenda
   No additions submitted.

II. Introductions of attendees

III. Approval of Annual Assembly meeting minutes
   Coby Condrey moved to approve minutes. Motion passed.

IV. Budget Report from Secretary/Treasurer
   a. Discussion of and vote on proposed 2013-2014 budget
      Final expenses for the conference programs will be posted after the Annual Conference.

      These numbers come from the Statement of Revenues and Expenditures, 7/1/2012 – 3/31/2013:

      | Description               | Amount   |
      |---------------------------|----------|
      | Beginning Fund Balance    | $2,629.03|
      | +/- Revenue & Expenses    | -$265.32 |
      | Ending Fund Balance       | $2,363.71|

   b. Tall Texans donation
      John Hepner motioned to retain $500 donation. Melissa Place seconded. The motion passed.

   c. RRT Stipend Vote
Last year, the amount awarded for the stipend was $500. Erin O’Toole motioned to retain this amount. Gardner seconded. The motion passed.

The Publicity Committee is looking into vendors to sponsor the 50th Anniversary Party as well as the Conference Stipend.

V. Report from Program Committee
Kogut distributed information on the programs. All programs had good attendance, and many were co-sponsored by other units (see listing below). RRT’s featured program, *Reference Librarians and Private Investigators: More Alike Than You Knew!*, had 75 attendees. The *Business Reference 101* Pre-conference program was attended by 18 people and co-sponsored by the Special Libraries Division. “Wow” *Customers with Interactive Tools and Digital Outreach* had approximately 40 attendees and was co-sponsored with the Special Libraries Division and the Government Documents Round Table. *Free Legal Forms Online* was attended by approximately 40-50 people and was co-sponsored with the Special Libraries Division. *Personal Style with a Professional Twist* had 100 persons in attendance and was co-sponsored with the College and University Libraries Division, the Library Support Staff Round Table, the New Members Round Table, the Public Libraries Division, and the Special Libraries Division.

Constance Matheny provided information on programs planned for 2014. In honor of the 50th Anniversary of the Round Table, Yvonne Chandler is looking into bringing in a speaker such as Suzanne Sears to discuss reference over the last 50 years. It was suggested that a futurist (such as David Brin) could be brought in alongside the speaker for a spotlight program. Depending on who is chosen to present, TLA may be solicited for additional support.

Matheny also noted that the Special Libraries Division is planning a Workplace Wellness program. The Colleges and Universities Library Division and Programming for Adults Round Table may be interested in co-sponsorships.

VI. Report from Planning Committee
The TLA Bylaws Committee expressed concerns over the Operating Procedures, noting too much detail and procedural information. Kogut volunteered to stay in contact with the Bylaws Committee. Concern was expressed over the need for high levels of detail, as the year-to-year turnover is high and the handbook and Operating Procedures were intentionally merged for this purpose. The decision was made to hold this discussion until later and to ask for clarification on issues.

VII. Report from Publicity/Membership Committee
50th Anniversary Party: The Publicity/Membership Committee is taking responsibility for organizing the party in honor of the RRT 50th Anniversary. Information on costs for the party should be available in May. Estimated cost at the moment is $30-40 per person, and the
committee is planning to provide cake and punch. Hepner is looking into potential vendors to sponsor. A slideshow highlighting the history of the RRT is being created by members of the committee and will play during the party. Hepner is also investigating the possibility of inviting previous officers to the party.

**Website:** Gardner has been updating the website (see attached document below) and suggested creating a video for membership promotion. New officers are requested to submit their contact information to add to the site. Only chairs of committees with have their contact information posted. The RRT logo will be revised for next year to reflect the anniversary. Gardner invited the board to submit information to add to the slideshow on the front page, which she will also post to Facebook. Copies of the annual reports and minutes should also be sent to Gardner for posting on the website.

**Booth:** The booth was well-staffed this year, with at least one person on staff for all hours but three. Next year’s booth will be decorated in a birthday theme. Several updates will be made to the booth and materials for next year, including the panel, which will include stipend information, and the membership brochure, which will include information on volunteering for the stipend committee. New ribbons will be printed for next year in honor of the 50th anniversary, as well as celebratory buttons.

**Social Media:** Facebook and Twitter accounts are being set up by committee members.

**2014 Program:** Chandler noted that one of the programs scheduled for next year is *Bridging the Gap*, which is geared toward LIS students with faculty from various schools. This program provides an opportunity to broaden marketing for the RRT and bring in more membership. Melissa Place noted that this might be an opportunity to consider renaming the RRT to appeal to a larger audience. It was decided that this topic should be held for discussion at Annual Assembly. Other ideas to discuss at Annual Assembly include: asking RRT members for their presentations and posting them to the website.

VIII. Report from Texas Reference Source Award Committee

*Profiles of Texas* was the winner of the award for this year. The handout attached below contains information on other titles submitted. Jeffrey Levy is currently working on creating a complete list of previous winners.

IX. Appointment of Webmaster, Assistant Webmaster, and General Editor of the Texas Reference Sources Online

Gardner has agreed to serve as Webmaster for next year. Hepner has agreed to continue his appointments as Assistant Webmaster and General Editor of the Texas Reference Sources. Dr. Elizabeth Figa has agreed to serve as the Chair of the Stipend Committee. O’Toole motioned to approve these appointments, and Gardner seconded. The motion passed.
X. New Business and adjournment

Hepner encouraged the board to highlight the Texas Reference Sources Online during the 50th Anniversary celebration, as the online portal will be completed over the summer. As of right now, this resource is linked out from the TLA website, as there were issues with the CMS. Condrey volunteered to assist with incorporating the site into the existing CMS once updates are made.

Condrey motioned to adjourn. John seconded. The meeting adjourned at 11:40am.
2012-2013 Reference Round Table Program Committee Annual Report

RRT’s featured program this year was Reference Librarians and Private Investigators: More Alike Than You Knew! The winner of the 2013 Texas Reference Source Award (Profiles of Texas, 3rd Edition) was announced at the beginning of the program.

Reference Librarians and Private Investigators: More Alike Than You Knew!

Thursday, April 25, 10:15 - 11:50 AM. The work of private investigators (PIs) falls into three categories: research, interviews, and surveillance. Learn how to use PI techniques in research and reference and how PIs can benefit from librarians’ skills and knowledge. Hear about PI-related opportunities and tales of surveillance and investigation. A business meeting follows the program.

Shelly Tucker, Spin Me A Yarn and dona weisman, Not Typical Library Partners.

This year RRT co-sponsored a pre-conference and three programs.

Business Reference 101 Pre-conference (Ticketed event) – 18 registrants

Wednesday, April 24, 1:00 - 5:00 PM. Explore the basics of business reference and gain tools to promote economic development in your community. Find out about commercial products and free materials that meet the needs and expectations of entrepreneurs and other stakeholders seeking market and enterprise information.

Greg Browder, Business and Technology Division, Dallas Public Library; April Kessler, Perry Castañeda Library, University of Texas at Austin; and Karen Leeseberg, Business Information Center, Southern Methodist University. SPECIAL LIBRARIES DIVISION AND REFERENCE ROUND TABLE.

"Wow" Customers with Interactive Tools and Digital Outreach

Thursday, April 25, 2:00 - 3:20 PM. The Texas Comptroller of Public Accounts website is a great model for connecting users to digital information in innovative ways. Learn how the agency uses online maps, data visualization, digital outreach, and Web content to support more than 25 million page views each month.
Michael Castellon and Constance A. Matheny, Data Services Division, Texas Comptroller of Public Accounts. SPECIAL LIBRARIES DIVISION, GOVERNMENT DOCUMENTS ROUND TABLE, AND REFERENCE ROUND TABLE.

Free Legal Forms Online

Friday, April 26, 2:00 - 2:50 PM. The Web offers a variety of legal forms and guides. Free sites range from local governments to popular legal portals. This session explores resources, templates, and information customers want on topics such as probate (e.g., wills, powers of attorney, and guardianship), corporation formation, child support, real estate, and taxes.

Kris S. Helge, University of North Texas Libraries. SPECIAL LIBRARIES DIVISION AND REFERENCE ROUND TABLE

Personal Style with a Professional Twist

Friday, April 26, 2:00 - 3:50 PM. See stylish outfits for job interviews and day-to-day work wear modeled by real librarians (including men). A Nordstrom personal stylist advises on dressing for different budgets as well as how to wear the same outfit for different occasions.

REFERENCE ROUND TABLE, COLLEGE AND UNIVERSITY LIBRARIES DIVISION, LIBRARY SUPPORT STAFF ROUND TABLE, NEW MEMBERS ROUND TABLE, PUBLIC LIBRARIES DIVISION, AND SPECIAL LIBRARIES DIVISION

Respectfully submitted by Ashlynn Kogut, RRT Chair and Program Committee Co-Chair, April 2013
Reference Round Table Planning Committee Annual Report 2012-2013

The 2012-2013 Planning Committee had two charges: to finish the Operating Procedures and present them to the RRT Executive Board and membership for a vote and to start drafting the RRT strategic plan. Emily Billings, John Hepner, Jeffrey Levy, and Cathe Spencer were members of the Planning Committee, but the RRT Chair was unable to find a person to Chair the committee.

The Committee decided that the Operating Procedures should include information about the running of the unit as well as details about the various officer and committee responsibilities. Between Annual Conference and Annual Assembly, the Committee made revisions to the draft of the Operating Procedures. At Annual Assembly the Planning Committee voted to approve the draft Operating Procedures. The RRT Executive Board also approved the Operating Procedures. John Hepner communicated with the TLA Bylaws and Resolutions Committee regarding their suggestions for the bylaws and incorporated the proposed revisions into the documents. Hollie Gardner, RRT Webmaster, posted the proposed operating procedures on the RRT website. The Chair emailed the RRT listserv about the RRT Operating Procedures Referendum on April 1. The polls, a Google Docs form, were open from April 1 to 5 PM on April 15. A total of 31 votes all for, “Yes, I approve,” were received.

At Annual Assembly, the Committee discussed RRT activities that would be appropriate for the TLA Strategic Plan Item #1. Action Item #5, “Develop mechanisms to highlight and recognize best practices in libraries,” is the one most aligned with RRT and its duties. The Committee discussed sponsoring a program at Annual Conference 2014 or 2015 about best practices for reference. Hepner volunteered to discuss Action Item #2, “Develop a campaign that will raise awareness of the value of libraries and librarians,” with the RRT Publicity/Membership Committee. Action Item #1, “Cultivate a diverse community of champions for libraries,” was added as a discussion forum in MyTLA and a message sent to the listserv in October, but no responses were received.

At Annual Conference, the Committee decided that the Planning Committee should review and discuss any changes to the RRT Operating Procedures at the 2014 Annual Conference. The Committee continued the discussion of what RRT could for the TLA Strategic Plan. Hepner discussed how the Publicity/Membership Committee plans to promote the Texas Reference Sources Online Portal. The group also discussed the difficulty of finding specific reference champions for libraries due to the differences between types of libraries. The Committee decided to focus on a conference program for 2015 about reference relevancy. At this time, Committee will not write a unique strategic plan for the unit.

The charge for the 2013-14 Planning Committee is to brainstorm ideas about a reference best practices program for discussion at Annual Assembly and to review the RRT Operating Procedures for any changes at the 2014 Annual Conference.
Respectfully submitted by Ashlynn Kogut, RRT Chair and Planning Committee Convener April 2013
Summary of activities during the 2012-2013 TLA year:

- Met once at the 2012 Annual Assembly and once at the 2013 Annual Conference
- Revised RRT membership leaflet and produced 100 copies for distribution from the RRT exhibit booth during the 2013 Annual Conference.
- Revised the RRT volunteer form and produced 30 copies.
- Considered a flashlight/keychain for a new RRT booth giveaway beginning at the 2014 Annual Conference.
- Staffing reports from the RRT Booth Coordinator were presented at each meeting: the final report for the 2012 conference at the Annual Assembly meeting and the preliminary report for the 2013 conference at the Annual Conference meeting.
- Evaluated the use of RRT communication resources (MyTLA RRT announcements and discussion forums options and the RRT member distribution list). Improvement in spreading out the timed use of the resources to keep RRT members informed was emphasized (at least one message per month was a target for the year). Good application was observed and a few further improvements related to message content and timing were suggested.
- Determined to set up RRT Facebook and Twitter accounts in addition to the RRT webpages
- Developed a list of potential corporate sponsors for the RRT 50th anniversary reception and for the RRT conference stipend. The list will be referred to Cindy Boyle for review before any contacts are made.
- Proceeded with plans to celebrate the upcoming 50th anniversary of RRT’s founding to occur during the 2014 TLA Annual Conference in San Antonio. Some items being planned include:
  - Helium balloons, confetti, streamers for booth
  - A reception in the 5-6 p.m. time range either in conference center or a conference hotel
  - 50th Anniversary cake and punch at reception
  - 50th Anniversary button

Minutes for all meetings are posted to the committee’s webpage.

--Submitted by John Hepner, Chair, RRT Publicity/Membership Committee, April 2013
TEXAS LIBRARY ASSOCIATION
REFERENCE ROUND TABLE

Publicity/Membership Committee Meeting
Monday, 16 July 2012, 2:30-4:20 p.m.
Hyatt Regency, Austin

AGENDA

1. Attendance/Introductions

2. Website
   a. Progress on website

3. Exhibit Booth
   a. 2012 Staffing Report (revised)
   b. Promotional items and raffle
      Badges or pins
      Pens
      Postcards + postage
   c. Revision of panel
   d. Brochure revisions

4. 50th Anniversary
   a. Ideas

   Helium balloons, confetti, streamers for booth
   A reception in the 5-6:30 p.m. time range either in conference center, conference
   hotel, or nearby restaurant
   Birthday cake at reception
   Special 50th anniversary premium giveaway
   Program related to RRT history
   Gold theme (RRT ribbons in gold instead of blue)

5. Membership promotion [284 members as of July in MyTLA; 746 in member search by organization]
   a. Other membership promotion options
The Chair called the meeting to order at 2:35 p.m.

TLA listed 381 members of RRT as of 15 April, but listed only 284 members through MyTLA on 14 July and 746 members in the member search by organization in 14 July.

1. WEBSITE

John Hepner announced that Hollie Gardner was going to be the new RRT Webmaster. He reiterated that the Publicity/Membership Committee acts as her advisory board. Some recent website changes in preparation for her appointment included setting up separate pages for each of the RRT committees with provision for posting committee rosters, minutes, annual reports, working documents, and forms. A list of the Texas Reference Source Award books was added to the TRSA committee page. The TRSA nomination form and the volunteer form were linked in a box on the right of the RRT home page.

2. EXHIBIT BOOTH

A revised and updated booth staffing report was presented. Booth related expenses for the 2012 booth totaled $873.47 and estimated total booth expenses for the 2013 conference are expected to be approximately $600. One hundred membership brochures will need to be printed and the exhibit display panel will need to be replaced to update content. A few additions have been made to the brochure: the RRT homepage address was added in two locations and the TRSONline web address also was added. Anthony Micchelli provided a QR code which can be attached to the membership brochure and its use tracked. He suggested we also could use one on the exhibit display panel. He will set up the tracking files for use data and set up QR codes for relevant RRT resources. From the use data we will be able to document how much the QR codes are being used by mobile devices to access our resources. The portion of the exhibit panel dealing with the RRT Newsletter is now obsolete and the web address for the RRT home page is incorrect. One possible replacement for the newsletter section would be to highlight the RRT website. Committee members were asked to examine the PowerPoint slide of the panel and make suggestions for changes.

We have 150 keychain wallets remaining, which should be adequate for the 2013 conference. The committee discussed what we might want to use after the supply of these is
depleted, especially for the 2014 50th anniversary conference. We could order more of the wallets, but we couldn’t get a different color from our current supplier. Badges, pins, pens, pencils, and lighted keychains are all possibilities. The primary considerations for choosing promotional premiums are a) cost below $500 and preferably below $300, b) significant number of items received for the price paid, c) interest or uniqueness of the item in relation to other premiums distributed by other exhibitors, and d) customization or branding of item for RRT. Committee members were encouraged to check Positive Promotions, Janway, Café Press, and Oriental Trading Company websites to see what was offered that we might find of interest. While discussing other items, Hollie and Anthony found a source to produce buttons cheaply and Anthony volunteered to create a button for RRT.

The raffle for the two books at the 2012 booth was a success: we had 87 entries. donations for a 2013 raffle were discussed, including asking for a vendor donation. The sense of the group was that we preferred to use something more closely relevant to RRT like a Texas Reference Source Award book. Jeff Levy volunteered to check with Greyhouse press to see if they would be willing to give us two copies of Profiles of Texas if it becomes the next TRSA winner. one copy would be added to the TRSA books exhibit and the other would be raffled.

Booth traffic was encouraging documented by the 87 raffle entries, 150 keychain wallet distributions, and 75 membership brochure distributions.

3. 2014 50TH ANNIVERSARY

The proposal to decorate our booth with 50th anniversary helium balloons, streamers, banners, and confetti was accepted. We will acquire the relevant materials from party supply shops. A gold theme will be used for decorations when possible. The TLA office staff will be asked about the possibility of having RRT ribbons produced in gold background color for the 2014 conference.

John had consulted with the RRT Program Committee about who should be responsible for planning the proposed 5-6:30 p.m. reception at the 2014 conference. It was decided that the Program Committee and the Publicity/Membership Committee would work together on the reception planning in conjunction with TLA conference arrangements staff. The committee recommendation to coordinate the reception to follow the primary RRT program at the 2014 conference was favorably received. The possibility that the 2014 Conference Program Committee and TLA might also be interested in the event was raised, as was the possibility that we might be able to secure a reference vendor sponsorship for the reception. Although not finally decided, the committee agreed that an estimated reception attendance of 100-200 persons was a good basic starting point. A 50th anniversary cake at the reception was also favored.

After discussing various options, the committee was most favorable about creating a slide show review about RRT history to project at the reception. Also suggested was sending special invitations to attend the reception to all past chairs of RRT and to recognize them with a special decal or button and present them as a group at the reception.
4. MEMBERSHIP PROMOTION

The committee discussed various possibilities to increase membership numbers for RRT. Membership has decreased recently for TLA as a whole and most if its units (including RRT). Fewer members results in lower dues income for units. RRT used to have a blog, but it was not continued in the new website because MyTLA was supposedly taking over its function. One constituent group needing attention is library school students, who do not appear to be reached as effectively as they should because of the expansion of online course work. Targeting instructors teaching reference-oriented courses and those teaching basic library profession courses was suggested as a possible starting point. Hollie talked about her idea of creating a video about the benefits of state association membership using librarians talking about their experiences. She was thinking about approaching NMRT to work with her. She suggested a video focusing on just RRT benefits could be imbedded on the RRT website and provided to library school instructors as a resource for classes. The committee was enthusiastic in its endorsement of the project.

The meeting was adjourned at 4:21 p.m.

--Submitted by John C. Hepner, Chair
A call for volunteers to staff the RRT exhibit booth was posted to the RRT Member Distribution List (reference@txla.org) Friday, 3 February 2012, 7:23 a.m.:

Greeters needed for RRT Booth

RRT will have an exhibit space (booth 1235) at the 2012 TLA Annual Conference April 17-20 in Houston, and we need some volunteers to help staff the booth for various hours during the conference. The exhibits will be open Tuesday (April 17) 6:30-8:30 p.m.; Wednesday (April 18) 10:15 a.m.-5 p.m.; Thursday (April 19) 9 a.m.-4 p.m.; and Friday (April 20) 9 a.m.-Noon. Note that 8 a.m.-9:50 a.m. and 1:00 p.m.-1:50 p.m. Thursday are RRT program times. Please contribute an hour or two of your time to help us show everyone what RRT is doing for them. This is lots of fun and a great way to meet new and interesting people. Plus you get to promote membership in RRT - the more members we have, the more we can do. To volunteer some time, email John Hepner, Booth Coordinator, at heplib@hotmail.com

A second call for booth staffing volunteers was posted to the RRT membership listserv Friday, 13 March 2012, 11:40 a.m.:

Greeters still needed for RRT Booth

I still need volunteers to help staff the RRT exhibit booth at the TLA Annual Conference in Houston, so if any of you have been holding back, now is the time to let me know you are ready to participate. Slots are still open Tuesday (April 17) 6:30-8:30 p.m.; Wednesday (April 18) Noon-5 p.m.; Thursday (April 19) 1 p.m.-4 p.m.; and Friday (April 20) 9 a.m.-Noon. Please contribute an hour or two of your time to help us show everyone what RRT is doing for them. This is lots of fun and a great way to meet new and interesting people. Plus you get to promote membership in RRT - the more members we have, the more we can do. To volunteer some time, email John Hepner, Booth Coordinator, at heplib@hotmail.com

--John Hepner
Booth Coordinator
Reference Round Table

An email reminder about the RRT booth staffing was sent to all volunteers Monday, 9 April 2012, 7:24 a.m.:

RRT Booth staffing reminder
Thank you for volunteering to staff the RRT exhibit booth during the TLA Annual Conference in Houston next week!

Here is the staffing schedule to date indicating when you are scheduled to be at the booth:

**Tuesday, April 17**

6:30-7:30 pm  
7:30-8:30 pm

**Wednesday, April 18**

10:15-11 am  Ryan Cassidy, Erin O’Toole  
11-Noon  Ryan Cassidy, Erin O’Toole  
Noon-1 pm  Mindy Tomlin  
1-2 pm  Mindy Tomlin  
2-3 pm  Hollie Gardner  
3-4 pm  Hollie Gardner  
4-5 pm  Carlton Nelson, Hollie Gardner

**Thursday, April 19**

9-10 am  Anthony Micchelli  
10-11 am  Anthony Micchelli  
11-Noon  Cathe Spencer  
Noon-1 pm  Cathe Spencer  
1-2 pm  Ronald Stigall  
2-3 pm  
3-4 pm

**Friday, April 20**

9-10 am  
10-11 am  
11-Noon

I will cover some of the vacant times. We may get additional volunteers during the conference.

The RRT booth number is 1330 (NOTE: this is a change from our initial booth number assignment). I will have a schedule sheet at the booth. Please initial your name on this schedule at the appropriate time to confirm you were there. You do not need to wait for the next person to arrive at the booth before leaving at the end of your time. If you have a program or meeting to get to, please feel free to leave 5-10 minutes before your time is up.
In addition to the display panel and the Texas Reference Source Award books, the RRT booth will have new membership brochures, volunteer forms, the new RRT coin purse, ribbons, and candy. We will need to be judicious in distributing the coin purses: we have a limited supply. Feel free to distribute brochures and volunteer forms when the opportunity arises. Volunteer forms may be filled out and left at the booth if a member wants to; otherwise they may be mailed to the RRT Chair-elect. Extra supplies will be under one of the tables. Note that the Texas Reference Source Award books at the booth are display copies only and not to be given away.

Talking points for RRT membership are in the brochure. Note that we welcome anyone interested in reference service: you don’t have to be “reference librarian” to join. Have fun plugging membership in RRT!

We greatly appreciate your willingness to help us have a presence at our booth in Houston!

--John

John C. Hepner
Exhibit Coordinator
Reference Round Table

Additional slots were filled after the reminder notice was sent. Thirteen volunteers participated in staffing the booth. Of the 19 hours of booth time to be covered, volunteers were available for 18 hours:

**Tuesday, April 17**

6:30-7:30 pm Ashlynn Wicke
7:30-8:30 pm John Hepner

**Wednesday, April 18**

10:15-11 am Ryan Cassidy, Erin O'Toole
11-Noon Ryan Cassidy, Erin O'Toole
Noon-1 pm Mindy Tomlin
1-2 pm Mindy Tomlin
2-3 pm Hollie Gardner
3-4 pm Hollie Gardner
4-5 pm Carlton Nelson, Hollie Gardner

**Thursday, April 19**

9-10 am Anthony Micchelli
10-11 am Anthony Micchelli
Friday, April 20

9-10 am  John Hepner
10-11 am  John Hepner, Jeff Levy
11-Noon  John Hepner, Jeff Levy

“A Thank You from the Reference Round Table” email message was sent to our RRT booth staffers on Saturday, 21 April 2012, at 12:13 p.m.:

On behalf of the Reference Round Table (and myself), here’s a Texas-size “Thank you” for staffing our exhibit booth during the TLA Annual Conference in Houston! We really appreciate your willingness to contribute some of your convention time to help us provide a personal presence at our booth. You made a difference!

I hope you all had a good experience and lots of fun.

--John Hepner
RRT Booth Coordinator

The raffle for autographed copies of *Texas: A Historical Atlas* was a success. A total of 87 entries were dropped in the box. The winners each received one of two autographed copies of the book. The drawing was accomplished after the closing of the exhibit hall. The winners were:

Sue Goodwin
Lone Star College, Kingwood, Texas

and

Holly Matherne
Legacy Christian Academy, Beaumont, Texas

An announcement of the winners was posted on the MyTLA RRT page on Saturday, 21 April 2012, at 11:41 a.m.

The books were mailed to each winner Monday, 23 April 2012, at a total cost of $20.26.
One hundred RRT coin purses were handed out at the booth, leaving a remainder of 150 to be used in the future. Seventy-nine leaflets were distributed at the booth, leaving 21 for future use.

Booth expenses for the 2012 conference were:

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Space rental</td>
<td>$ 50.00</td>
</tr>
<tr>
<td>Freeman booth setup</td>
<td>$317.00</td>
</tr>
<tr>
<td>Candy, book replacement, printing</td>
<td>$278.02</td>
</tr>
<tr>
<td>Key rings</td>
<td>$228.45</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>$873.47</td>
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2013 exhibit expenses beyond space rental and booth setup fees are expected to include printing of 100 more leaflets and printing of an updated exhibit panel, both likely to cost approximately $200. Total booth expenses for the 2013 conference are expected to be approximately $600.

--Submitted by John C. Hepner, Booth Coordinator, to the RRT Executive Committee and to the RRT Public Relations/Membership Committee during the TLA Annual Assembly, July 2012.
TEXAS LIBRARY ASSOCIATION
REFERENCE ROUND TABLE

PUBLICITY/MEMBERSHIP COMMITTEE MEETING
Wednesday, 24 April 2013
1-1:50 p.m.
Fort Worth Convention Center, Room 114
TLA 2013 Annual Conference

AGENDA

1. Attendance/Introductions

2. RRT Exhibit Booth
   a. Promotional items
      1) Button for 2014 (Anthony Micchelli)
         a) Choose design, size, and type of button
         b) Number and Cost
      2) LED Flashlight Key Chain (200@$0.99 = $241.90 from National Pen)
   b. Revision of Display Panel to be reviewed at Annual Assembly (approximately $250 to produce locally in Denton)
   c. Revised Brochure (100 copies made for 2013)
   d. Revised Volunteer Form (30 copies made for 2013)
   e. Helium Balloons, Confetti, and Streamers for 2014 [San Antonio supplier for helium balloons?]

3. 50th Anniversary Reception in 2014
   a. 5-6:30 p.m. after main conference program and membership meeting, 100-150 estimated attendance, Conference Center room near program/meeting room; at least cake and punch to be served
   b. Birthday/Anniversary Cake with RRT Logo and “50th Anniversary” [Elise Walker says it will need to be provided by the venue caterer]
   c. Vendor Sponsorship [need to consult with Cindy Boyle and Glenda Genchur].
   d. Slide Show (requires screen and projector, cost approx. $400) [need to produce; resources in RRT History website section and other RRT website locations]
   e. Invitations for Past Chairs [need to identify names and addresses of surviving Past Chairs]
   f. Natasha McAuliffe says Gold RRT Ribbons can be available for 2014 (around 100 estimated to be produced) [current supply of blue ribbons is 62]
   g. Costs for San Antonio events will not be known until May [Elise Walker suggests estimating at $30-$40 per person: 100=$3000/4000, 150=$4500/$6000, 200=$6000/$8000]
4. RRT Website Progress Report (Hollie Gardner)

5. Membership Promotion
   a. Membership Promotion Video on RRT Website
   b. Outreach to Library School Students

6. Adjournment

Attendance:
   John C. Hepner, Chair
   Matt Butler
   Hollie Gardner
   Anthony Micchelli
   Jeffrey Levy
   Constance Matheny
   Melissa Place

Absent: Anthony S. Guardado
   Karen Hendrick

The Chair called the meeting to order at 1:00 p.m.

TLA listed 330 members of RRT in MyTLA on 17 April 2013 and 555 members in the member search by organization in 17 April 2013.

RRT Exhibit Booth

Anthony Micchelli presented four designs for a 50th Anniversary button. The committee selected design 2, with design 4 as an alternate. It was decided to produce 200 3” buttons for the 2014 conference. Anthony will consult with the TLA staff to determine if TLA has a contracted supplier we could use and the approximate cost for the buttons. He will see if we can split the order with 100 of design 2 and 100 of design 4 without impacting cost. Buttons will be used at the 2014 reception and at the booth.

John Hepner has ordered 200 LED Flashlight keychains in response to a limited special offer he received which let him order at $.99 each instead of the regular $1.39 cost. The keychains are blue with “Texas Library Association, Reference Round Table, Since 1964” text in three lines. The total cost was $241.

The committee will examine a revised display panel at annual assembly.

The RRT brochure and volunteer form were revised. 100 copies of the brochure and 30 copies of the form were produced for the 2013 exhibit booth.

Confetti and streamers will be easy to find for the 2014 booth decoration. John had located a supplier for 50th Golden Anniversary Mylar balloons [12 pack U52277-DB $10.68 ($.89 ea.)] plus shipping from Balloon Ideas.com, but we will need to find a way to inflate them.
50th Anniversary Reception in 2014

John reported that more extensive planning of our 50th anniversary reception will have to wait until May, when Elise Walker finally gets information on venue and catering costs for the 2014 conference in San Antonio. The committee decided on a 5-6 p.m. time period and on linking the reception to our primary RRT program and membership meeting. The committee also decided to limit refreshments to cake and punch. The venue caterer will have to be used to provide the cake and punch. Constance Matheny suggested we try to have two cakes, with one being diabetic-friendly. The caterer will be asked about this possibility. It was agreed that the guideline we were given of $30-$40 per person for an attendance of 100-150 was probably too high. $3000-$6000 for what we are considering seems much higher a cost than we would reasonably expect.

Hollie Gardner and Anthony Micchelli volunteered to develop a looped slide show for the reception using resources in the RRT history files on the website. They will update the committee on their progress at annual assembly. Anthony can provide a projector for the reception, so we will just need to arrange for a projection screen for the room, which should lower the estimated $400 AV cost for the reception.

John had consulted with Cindy Boyle about how to go about getting some vendor support for the reception. John provided a handout with an initial list of potential vendors we might be interested in contacting. Cabell’s was added to the list (it has indicated an interest in becoming more involved in supporting TLA units). HEB was suggested, but as a significant contributor to TLA conferences already, we could only add it to the list of other potential vendors who already support TLA conferences. Another suggestion was ReferenceUSA, which also had indicated recently that it would like to get involved in TLA unit sponsorships. John will submit the revised list of potential sponsors to Cindy for her review. John suggested the list be used to find sponsors not only for our reception but also for our $500 annual conference stipend. The RRT perks for sponsors would be verbal recognition at reception and RRT membership meeting, logo on signage for reception and AV screen, and mention in all publicity materials for reception. For a donation of $1500+, additional TLA perks are available.

Melissa Place and Matt Butler volunteered to check the historical table of RRT officers against the TLA member lists to see how many of our past officers can still be located through TLA. The results will help us determine the feasibility of sending out invitations (email preferably) to them to attend the 50th anniversary reception.

Natasha McAuliffe says we can get gold ribbons for 2014. Text probably will have to be black, red, or blue. The current supply of blue RRT ribbons was down to 62 before the 2013 annual conference began. We will order 100-150 ribbons for 2014.

John Hepner will handle getting the reception into the 2014 Program Planning database when it becomes available.

RRT Website Progress Report

Hollie Gardner gave a report on the RRT website developments this past year. She is still emphasizing primary color use but has adjusted to shades closer to standard colors used by TLA. She will be working on a membership promotion video to include on our website. She will be asking members to explain why they joined RRT and what do
they get out of their membership. She welcomes comments and suggestions about the website.

John suggested that everyone on the committee take a look at the website to see what improvements Hollie has made.

In conjunction with the website discussion, it was suggested that we also consider setting up Facebook and Twitter accounts for RRT. John pointed out that the webmaster had a full complement of work to do just on the website maintenance and development. Anthony and Melissa volunteered to set up the accounts and work on their development. Jeff also offered to provide some assistance. Melissa suggested that all RRT officers be designated with administrative access to add content to the sites. Notices of upcoming activities, new resources, reports, TRSOnline information, and announcements were suggested as likely content additions. The monitors of the Facebook and Twitter accounts were encouraged to coordinate with the webmaster.

John Hepner, who also serves as General Editor for TRSOnline, noted that a major update of TRSOnline sections was expected this summer. After the update extensive and widespread publicity about its existence and utility will be undertaken through RRT and other TLA channels as part of the 50th anniversary celebration.

Membership Promotion

John Hepner mentioned that TLA is considering reinstating a lapsed practice of having units send welcoming messages to their new members. The TLA Office would provide each unit with the names and contact information for new members. This is a part of the TLA Diversity Action Plan section on “Mentoring & Coaching”. At Annual Assembly, the committee will consider what should be included in a welcoming message.

John mentioned we still need to reach out to LIS students, especially since they now take a lot of online courses. It’s harder to reach distance education students to promote membership in TLA and RRT. How do we reach them? Hollie’s membership promotion video may be useful for this. The committee will brainstorm ideas for reaching LIS students at Annual Assembly.

For committee members’ information, John distributed a draft expenses outline for the various activities the committee is working on. He also asked who among the members in attendance wanted to be reappointed to the committee. Everyone indicated they wanted to continue, so John will pass this information on to Connie so she can finalize committee appointments.

The meeting was adjourned at 1:55 p.m.

--Submitted by John C. Hepner, Chair, RRT Publicity/Membership Committee, April 2013
Sponsorship of RRT Reception
Sponsorship of $500 RRT Conference Stipend

1. Determine which companies are good candidates. Perhaps start with who you and your committee do business with or companies you know would be interested.

   * Current relevant TLA Conference Sponsors (ABC-CLIO, EBSCO, H.E.B., and ProQuest) have been eliminated from potential sponsors list, but could be approached if wanting further conference exposure.

   Cabell’s (indicated interest in sponsorships at recent district meeting)
   ReferenceUSA (committee member suggested their interest in sponsorships)
   Gale Cengage
   Sharpe Reference
   LexisNexis
   CRC Press/Taylor and Francis Group LLC
   Emerald Group Publishing
   Facts on File
   Greenwood Press
   Mergent Inc.
   NewsBank Inc.
   OCLC
   Rand Texas
   World Book, Inc.
   Texas State Library and Archives Commission (unlikely due to budget constraints and other program participation expenses)

2. Send your list of potential sponsors to me for review. We usually avoid current sponsors but it depends on whether they are interested and want more exposure or want to increase their TLA-wide recognition. At $1,500+ they receive TLA-wide benefits as listed here: http://www.txla.org/exhibits-sponsorship

3. Determine the amount of sponsorship. Do you want co-sponsorships and tiered levels of monetary amounts?

   Estimated $3000-$4000 total cost for reception (based on $30-$40 per person estimate from Elise Walker) seems a bit high and probably will be less (approximately $2000) when San Antonio expenses become known in May and catering and AV costs are determined. We will accept either co-sponsorships at any amount or sponsorship in whole. We’re looking at attendance of 100-150 people at a 5-6 p.m. cake and punch reception. Additional refreshments will depend on cost and available funds. A projection screen will be needed and decoration supplies may also be needed.

   A secondary goal is to find a sponsor for the RRT $500 conference stipend awarded each year.
4. Develop a benefit package. Typical benefits are verbal recognition, logo on signage and/or a/v screens, logo on blasts, logo on REFRT main page, sponsor allowed to hand out promotional info. What benefits at each level?
   - Verbal recognition at reception and RRT membership meeting
   - Logo on signage for reception and AV screen
   - Mention in all publicity materials for reception, including those through RRT website and postings to MyTLA and member listserv (logo inclusion where possible)
   - At $1,500+, sponsor(s) also receive TLA-wide sponsorship benefits as outlined at http://www.txla.org/exhibits-sponsorship

5. Have you considered a venue where you can keep catering costs lower?
   - Previous queries indicated that convention center venues were generally less expensive than others. Once details for San Antonio become available in May, we will determine if another venue is less expensive.

Cindy Boyle, CEM
Manager, Exhibits and Vendor Relations
Texas Library Association
cindyb@txla.org

Conference Arrangements:

Elise Walker
elisew@txla.org

Ileah Hershy
ileahh@txla.org

--Revised text, April 2013
RRT Publicity/Membership Committee

2013/2014 Estimated Potential Expenses

$ 241.90   LED Flashlight Key Chain (200@$ .99 from National Pen)
$ 250.00   Revised Display Panel
$ 117.00   RRT 50th Anniversary Buttons (3 in., 200@$ .39 + $39 setup charge)
$  45.00   RRT Brochure Printing
$  65.00   Candy for Booth
$  50.00   Helium Balloons for Exhibit Booth and Reception
$  50.00   RRT Exhibit Booth Space Rental
$ 350.00   RRT Exhibit Booth Setup (Freeman)
$ 400.00   AV Costs for Reception (seeking co-sponsorship)
$ 6000.00  RRT 50th Anniversary Reception (seeking co-sponsorships)
$  50.00   Postage for Invitations
$  80.00   Printing for Invitations

$ 7698.90  TOTAL Estimated Expenses
$1298.90   TOTAL Estimated Expenses without Reception costs
A call for volunteers to staff the RRT exhibit booth was posted to the RRT Member Distribution List (reference@txla.org) Monday, 11 February 2013, 10:43 a.m.:

Greeters needed for RRT Booth

RRT will have an exhibit space (booth 1206) at the 2013 TLA Annual Conference, 24-27 April, in Fort Worth, and we need some volunteers to help staff the booth for various hours during the conference. The exhibits will be open Thursday (April 25) 11 a.m. - 6 p.m.; Friday (April 26) 10:30 a.m. - 7 p.m.; and Saturday (April 27) 9 a.m.-Noon. Please contribute an hour or two of your time to help us show everyone what RRT is doing for them. This is lots of fun and a great way to meet new and interesting people. Plus you get to promote membership in RRT - the more members we have, the more we can do. To volunteer some time, email John Hepner, Booth Coordinator, at heplib@hotmail.com

--John Hepner
Booth Coordinator
Reference Round Table

A second call for booth staffing volunteers was posted to the RRT membership listserv Wednesday, 6 April 2013, 6:11 p.m.:

Greeters still needed for RRT Booth

I still need volunteers to help staff the RRT exhibit booth at the TLA Annual Conference in Fort Worth, so if any of you have been holding back, now is the time to let me know you are ready to participate. Slots are still open Thursday (April 25) 1-3, 5-6 p.m.; Friday (April 26) 2-5:00 p.m.; and Saturday (April 24) 10:00 a.m.-Noon. Please contribute an hour or two of your time to help us show everyone what RRT is doing for them. This is lots of fun and a great way to meet new and interesting people. Plus you get to promote membership in RRT - the more members we have, the more we can do. To volunteer some time, email John Hepner, Booth Coordinator, at heplib@hotmail.com

--John Hepner
Booth Coordinator
Reference Round Table

A reminder was sent to volunteers on Wednesday, 17 April 2012, at 8:34 a.m.

RRT Booth 1106 Staffing Reminder
Thank you for volunteering to staff the RRT exhibit booth during the TLA Annual Conference in Fort Worth next week!

Here is the staffing schedule to date indicating when you are scheduled to be at the booth:

**Thursday, April 25**

11am-Noon  Ryan Cassidy  
Noon- 1pm  Ryan Cassidy  
1-2 pm  
2-3 pm  
3-4 pm  Anthony Micchelli  
4-5 pm  Crystal Hicks  
5-6 pm

**Friday, April 26**

10:30-11 am  Susan Whitmer  
11am-Noon  Kimberly Gay  
Noon-1 pm  Susan Whitmer  
1-2 pm  Susan Whitmer  
2-3 pm  Carlton Nelson  
3-4 pm  Carlton Nelson  
4-5 pm  Lisa Louis  
5-6 pm  Ashlynn Kogut, Anthony Micchelli  
6-7 pm  Ashlynn Kogut

**Saturday, April 27**

9-10 am  James Dillard  
10-11 am  
11 am-Noon  

I will cover some of the vacant times. We may get additional volunteers during the conference.

The RRT booth number is 1106 (NOTE: This is a change from the original number I was given). I will have a schedule sheet at the booth. Please initial your name on this schedule at the appropriate time to confirm you were there. You do not need to wait for the next person to arrive at the booth before leaving at the end of your time. If you have a program or meeting to get to, please feel free to leave 5-10 minutes before your time is up.

In addition to the display panel and the Texas Reference Source Award books, the RRT booth will have new membership brochures, volunteer forms, the RRT coin purse,
ribons, and candy. Feel free to distribute brochures and volunteer forms when the opportunity arises. Volunteer forms may be filled out and left at the booth if a member wants to do so; otherwise they may be mailed to the RRT Chair-elect (an online version also is available on the RRT homepage). Extra supplies will be under one of the tables. Note that the Texas Reference Source Award books at the booth are display copies only and not to be given away.

Talking points for RRT membership are in the brochure. Note that we welcome anyone interested in reference service: you don’t have to be a “reference librarian” to join. Have fun plugging membership in RRT!

We greatly appreciate your willingness to help us have a presence at our booth in Fort Worth!

--John

John C. Hepner
Exhibit Coordinator
Reference Round Table

Additional slots were filled after the reminder notice was sent. Thirteen volunteers participated in staffing the booth. Of the 19 hours of booth time to be covered, volunteers were available for 17 hours:

**Thursday, April 25**

11am-Noon  Ryan Cassidy  
Noon- 1pm  Ryan Cassidy  
1-2 pm  
2-3 pm  Hollie Gardner  
3-4 pm  Anthony Micchelli  
4-5 pm  Crystal Hicks  
5-6 pm  Melissa Place  

**Friday, April 26**

10:30-11 am  Susan Whitmer  
11am-Noon  Kimberly Gay  
Noon-1 pm  Susan Whitmer  
1-2 pm  Susan Whitmer  
2-3 pm  Carlton Nelson  
3-4 pm  Carlton Nelson  
4-5 pm  Lisa Louis  
5-6 pm  Ashlynn Kogut, Anthony Micchelli  
6-7 pm  Ashlynn Kogut, Jennifer Cochran
Saturday, April 27

9-10 am   James Dillard
10-11 am  James Dillard
11 am-Noon

Mr. Matheny assisted John Hepner with the setup of the booth on Wednesday and Jeffrey Levy helped John take down the booth on Saturday.

“A Thank You from the Reference Round Table” email message will be sent to our RRT booth staffers on Sunday, 28 April 2013, at 10:11 a.m.:

A Thank You from the Reference Round Table

On behalf of the Reference Round Table (and myself), here’s a Texas-size “Thank you” for staffing our exhibit booth during the TLA Annual Conference in Fort Worth! We really appreciate your willingness to contribute some of your convention time to help us provide a personal presence at our booth. You made a difference!

I hope you all had a good experience and lots of fun.

--John Hepner
RRT Booth Coordinator

Booth supplies cost:

- 100 color copies of Brochure $ 45.00
- 30 color copies of Volunteer Form $ 9.00
- 21 bags assorted candy $ 62.24
- TOTAL $116.24

--Submitted by John C. Hepner, Booth Coordinator, April 2013
Texas Reference Source Award Committee report for the TLA Reference Round Table's Executive Board Meeting at the TLA Annual Conference, Fort Worth, Saturday, April 27, 2013

1. Here is a list of all the book titles submitted:


- **Guide to Sources of Texas Criminal Justice Statistics** by R. Scott Harnsberger; http://books.google.com/books/about/Guide_to_Sources_of_Texas_Criminal_Justi.html?id=VLZvBni_p7kC


- **Bats of Texas** (Texas A&M); http://tamupress.com/product/Bats-of-Texas,6780.aspx


- **Guide to Texas Grasses** (Texas A&M); http://tamupress.com/product/Guide-to-Texas-Grasses,6690.aspx

2. The above were narrowed down to these 3, based on subject matter and treatment. (Locations at the UNT Library are given):

b) **A guide to sources of Texas criminal justice statistics** (I have the copy that’s checked out).
WILLIS LIBRARY, HV9955.T4 H37 2011

c) **Texas health atlas**, Lawrence E. (Lawrence Ernest) Estaville, College Station: Texas A&M University Press, ©2012
WILLIS LIBRARY-2nd FLOOR, G1371.E55 E8 2012

3. Choice was made: *Profiles of Texas*, published by Grey House.

4. The following was reported to TLA and was announced at the RRT program, “Reference Librarians and Private Investigators,” on Thursday morning, April 25, 2013, at the program’s opening:

   *The Texas Reference Source Award recognizes an outstanding reference tool in Texas history, culture or commerce. "Reference tool" encompasses bibliographies, indexes, encyclopedias and other scholarly materials.*

   *Comprising 500 pages, this year’s winner is a major source of demographic and statistical data, based on Census and other governmental sources, for over 1,700 Texas localities. Additional statistics include school districts, cultural and racial groups, weather data, and comparative urban rankings.*

   *This year’s winner is the *Profiles of Texas*, 3rd edition, published by Grey House Publishing.*

4. Mr. Chuck Moore from Grey House Publishing was on hand at the RRT program on Thursday morning to accept the plaque. His department head is Jessica Moody, Marketing Manager, Grey House.

5. Thanks to the Texas Reference Source Award Committee members:

   Dr. Elizabeth Figa
   Karen Hendrick
   John Hepner
Pat Reese  
Chuck Voellinger  
Sue Wheeler.

Thanks to JaNae at Denton Trophy House for designing and preparing the plaque.

Respectfully Submitted,

Jeffrey Levy  
Chair, TLA-RRT Texas Reference Source Award Committee  
April 27, 2013
TLA Reference Round Table
General Membership Meeting
TLA Annual Conference
Thursday, April 25, 2013, 11:20 AM
Fort Worth Convention Center, 110 AB, Level 1

I. Call to order (Outgoing Chair Ashlynn Kogut)

II. Approval of meeting agenda

III. Introductions: Ashlynn Kogut, Erin O'Toole, Melissa Place, Sherron Lux, Constance Matheny, Cathe Spencer, Susan Whitmer, Hollie Gardner, Matt Butler, Janis Test, Yvonne Chandler, Jimmet Lawrence, Tom Rohrig, Jeffrey Levy.

IV. RRT Stipend Committee/Recognition of Stipend Recipient (Erin O’Toole):

This was the first year for the RRT to offer a stipend to attend the TLA Annual Conference. The purpose is to offer financial help to attend the conference. Applicants fill out detailed information about their credentials and career goals, and they are instructed to write an essay. The committee reviewed the applicants’ paperwork and assigned scores based on criteria. There were 6 applications for the $500 stipend. Susan Whitmer earned the highest number of points and received this year’s stipend.

V. Introduction of Officers for 2013-2014

Constance Matheny, Incoming Chair
Melissa Place, Chair-Elect
Ashlynn Kogut, Past Chair
Coby Condrey, Secretary/Treasurer
Jan Tidwell, Councilor
Janis Test, Councilor-Alternate

VI. Reports (2 minutes each):

a. Chair/Planning Committee/Nominating Committee (Ashlynn Kogut):
Ashlynn Kogut reported that the new operating procedures are in place. Ashlynn Kogut will chair the Nominating Committee for 2013-14.
b. Chair-Elect (Constance Matheny):
Constance Matheny reviewed upcoming programs (see the full program proposal for more details):
Workplace Wellness Programs, with participants Tracey Lamphere (Texas Comptroller’s Office) and Michelle Du (City of Austin). Both are workplace wellness program coordinators.
Top 50 Fitness Websites in 50 Minutes. Program presenter is Leah Nyfeler, athlete and editor of Austin Fit magazine.
Reshaping Texas: Wrangling Resources and Reasons to Empower Texans for a Healthier Tomorrow. Presenter is Beth Hallmark (Texas Comptroller’s Office). Program content: Beth Hallmark’s new approaches towards improving government transparency and public interaction with government data.

c. Secretary/Treasurer: this report will be given at the RRT Executive Board meeting.

d. Councilor (Janis Test):
This report was a brief wrap-up of TLA Council I and II. Coming up for a vote in Council II is the Diversity Taskforce’s efforts. The Executive Board must accept or reject the diversity plan for TLA. The Diversity Group wants to set up a Diversity and Inclusion standing committee. The Bylaws and Resolutions Committee has approved the Lariat Reading Group as a standing committee. Everyone is invited to come to Council II. Resolutions always pop up. The theme for San Antonio is “Lead Out Loud.”

e. Program Committee and f. Publicity Committee (John Hepner):
John reviewed the plans for the upcoming RRT 50th Anniversary celebration. RRT started in 1964. In 2014 we’ll have a party at 5pm for one hour. John said it should be on the same day as the RRT program and business meeting. John will provide more information, particularly as we get closer to Annual Assembly. John mentioned other projects. One was membership promotion. Hollie Gardner will work on video resources for the website. Everyone take a look at the RRT website. Hollie revised it extensively. Her changes have made it much easier to use. Everyone give Hollie feedback including suggestions for further improvements. If you have ideas for publicity and membership, let us know. Join the RRT booth volunteers. The booth number is 1106. It has our last year’s banner, which will change next year. The booth has copies of the Texas Reference Source Award books through the years. We have coin purses and candy. We have volunteer forms. There is an online form too, for anyone who would like to join a committee.
g. Texas Reference Source Award Committee (Jeffrey Levy):
The winner of the 2013 Award is Profiles of Texas, 3rd edition, published in 2011 by Grey House Publishing. Chuck Moore accepted the award for Grey House Publishing. This book is a major reference source offering local demographic and statistical data based on Census Bureau information. It covers 1,700 Texas localities and includes school districts, cultural and racial groups, weather data, and comparisons of cities. The committee considered a total of 9 books. The runners up will be considered for next year’s award. These are A Guide to Sources of Texas Criminal Justice Statistics by R. Scott Harnsberger and the Texas Health Atlas by Lawrence E. Estaville. Other entries are expected during the coming year. Remember to use the RRT online form to nominate reference sources.

VII. TLA Executive Board Liaison/Conference Programs and Events for TLA 2014 Conference (Yvonne Chandler):
Yvonne Chandler talked about the “Lead Out Loud” theme for next year. The Program Committee is looking at some truly great speakers. These are thought leaders. If you have suggestions, please give them to the Program Committee. One of the main topics will be workplace wellness, including empowerment with respect to health. Yvonne briefly mentioned the Diversity Committee’s work. They will be suggesting ideas to increase diversity – not just ethnic diversity, but cultural diversity, diverse ideas, different ways of thinking. Diversity can include ethnicities, geographies, and all viewpoints. The new President of TLA still has committee appointments available. Be thinking about how the Reference Round Table can help. John Hepner pointed out that for our 50th Anniversary ceremony, we don’t have any catering cost information. Yvonne said she can get that to us after the Conference is over. John added that the time slot will be 5-6 p.m., hopefully after our program and business meeting. There was a brief discussion about refreshments – birthday cake and punch. John added that we’re looking for potential vendor sponsors to give to Cindy Boyle. Yvonne said that TLA has several research-themed speakers. John said he has the list of program ideas. Yvonne said she would like to highlight something along the lines of Looking at reference – RRT 50 Years.

VIII. Other Business
a. Contribution to Tall Texans: the majority of attendees were in favor, and this will be proposed to the RRT Executive Board for approval at the Executive Meeting on Saturday. We have contributed $500 in the past.
IX. Adjournment at 11:55 a.m.

Respectfully Submitted,
Jeffrey Levy, member
April 25, 2013