

## **CEAL Executive Board Meeting 1**

**Tuesday, April 01, 2008, 7-8:45 pm**

**Atlanta-Fulton Public Library, 2<sup>nd</sup> floor meeting room**

**Attending:** Jade Atwill (Membership); Keiko Yokota Carter (Committee on Japanese Materials); Su Chen (Member-at-Large); Vickie Fu Doll (Statistics Coordinator); Martin Heijdra (Member-at-Large); David Hickey (Committee on Public Services); Mikyung Kang (Committee on Korean Materials); Gail King (JEAL editor); Mary Lin (Committee on Technical Processing); Toshie Marra (Treasurer); Ellen McGill (Secretary); Kuniko Yamada McVey (Member-at-Large); Phil Melzer (Chair); Hideyuki Morimoto (Member-at-Large); Zhijia Shen (Committee on Chinese Materials); Yunah Sung (Member-at-Large); Kris Troost (Vice-President/President-elect); Xian Wu (Committee on Library Technology); Hong Xu (Member-At-Large).

**Agenda review / approval:** The agenda was approved.

**New Executive Board member orientation:** Kristina Troost requested that each person stepping off the board provide a brief orientation for someone newly elected, and in particular that the current committee chairs provide orientation for the incoming ones. Along with the election results, Philip Melzer will announce that newly elected members should attend the second executive board meeting. Hideyuki Morimoto and Martin Heijdra volunteered to orient members-at-large.

**Approval of minutes of the last meeting:** A number of corrections were made, and it was agreed to finish further corrections by email in the interests of time.

**Recognition of outgoing Executive Board members:** Philip Melzer expressed appreciation of the service from outgoing members and asked for their comments about their experience and future directions.

*Martin Heijdra (Member-at-Large):* 1) The multiscript capabilities committee will be ongoing and not limited to Chinese, Japanese, and Korean. He's been asked to serve on its Steering Committee. Several people we wanted on our own advisory board were asked for the national committee. He was able to make sure that communities which didn't have self-nominations had representation. 2) Bibliography of Asian Studies (BAS) needed CEAL support for Unicode conversion, but it had been approved earlier in the day, so in the end there was no need to write a letter, but they

were glad for our support. Two CEAL members, Sharon Domier and Martin, are involved. BAS was under a private group at University of Michigan private group, but it will be taken over by the library. It will be Unicode and openURLcompliant. The work is done although it will not be implemented until the new structure is in place.

*Hideyuki Morimoto (Member-at-Large)* noted that his primary assignment was the special committee on CEAL bylaws. Since this process is ongoing, he will still have to be involved one way or another.

*Zhijia Shen (Committee on Chinese Materials)* found her work very gratifying and thanked her wonderful team. 1. She was especially proud of developing an active and useful website which they depend on for communication. This is housed at UCLA thanks to Amy Zhang. 2. The CCM electronic resources forum was based on the OCLC model to give librarians a regular channel to talk about electronic resources with vendors in person. They started in 2006 with a wide range of vendors, then in 2007 narrowed down to ebooks/edissertations. For 2008, CCM wants to bring in new faces and projects such as a company working on helping people access free resources. 3. The committee tried to have themes for programs. For example, in 2006 they focused on copyright issues; the committee did a survey beforehand, gave the results to speakers ahead of time, and posted the report on the website. This year the issue is space, with UC Berkeley having a new East Asian library, Stanford perhaps losing theirs, flooding at University of Hawaii, etc. 4. Establishing the two-week Institute for Chinese Librarianship involved fundraising and a lot of organizational work. Altogether the committee raised \$90,000 from the Luce Foundation, the Chiang Ching-kuo Foundation, and a private donor. The pre-institute symposium to talk about standards will be co-hosted by CNKI and the University of Washington. There were more applicants (48) than spaces (35). A group is working on a post-curriculum fieldtrip to China.

*Keiko Yokota-Carter (Committee on Japanese Materials)* felt the committee had accomplished its goals of promoting international connections and improving access to Japanese digital resources. Sasegawa-san from Tokyo helped a great deal with organizing the international conference, and pushed several major newspaper vendors to become more open to North American libraries. Simply opening up the market is a big step; issues such as licensing are still being worked on. Also, members from the European Association on Japanese Resources have been included in committee activities, and knowledge of electronic resources in Europe has been improved. She

enjoyed working on this committee.

*Mikyung Kang (Committee on Korean Materials)* said that one initial goal was to provide time and space for discussion by Korean librarians. Previously it had been difficult finding time and space to talk about common issues. Over the last three years they were able to make this happen. Also, the workshop on Korean Studies librarianship workshop had last been held 7 years before, and with many younger Korean librarians and interest in the field growing, it was time for another. It seemed to go well. Kuniko McVey also pointed out that CKM had organized CEAL events at IFLA.

*Xian Wu (Committee on Library Technology)* expressed his appreciation for having eight active committee members. Things to consider for the future include the expectation by presenters that Internet access will be available at CEAL sessions, but it is very expensive; the question of whether the CEAL website will have a permanent home with a service provider; coordinating with other committees and members to put all CEAL material in one place to provide one-stop shopping; and keeping the domain name <http://www.eastasianlib.org> (the committee's preference to avoid confusion) or returning to the newly available previous name. Two members of the current committee are willing to chair, so there will be continuity across committees.

*David Hickey (Committee on Public Services)* found it a pleasure to chair the committee, which mostly worked by email since members were in different places and different directions during the conference. Programs have gotten positive feedback. CEAL members participated in panels each year, and for 2008 there will be outside speakers as well. The committee collaborated on the website, and the next team will take it from here. A blog shares information on preparation as well as the final program. Announcements and reports from the genealogy and East Asian diaspora subgroups were added, and the small collections roundtable has worked out well. Philip Melzer noted that the genealogy group, which Public Services helped to get started, is proving to be very popular. David noted the hard work of Eleanor Yuen at University of British Columbia to get that group off the ground.

*Mary Lin (Committee on Technical Processing)* had a large committee with 8 members and 2 consultants. They held two workshops and established the Library of Congress - CEAL cataloguing internships. There are two candidates this time, and it is the last year of the trial. Will the program continue? Chinese, Japanese, and Korean examples for chapter 12 of ACR2 was completed last December, which

was a big achievement and represented a lot of work for committee members.

**Election Results:** Philip Melzer felt the election was well-handled. The nominating committee succeeded in finding candidates for all positions and getting them to agree to stand for election. They sent out clear instructions and worked with Wooseob Jeong to make the electronic ballot available.

Yunah Sung thanked Toshie Marra and Su Chen for their hard work on the election and Ellen McGill for preparing a list of nominees from earlier elections. The nominating committee will try to continue to add information to this base. The bylaws coverage of election procedures are fairly simple and short, and it was sometimes difficult to know who was responsible for specific procedures. Martin Heijdra suggested that keeping the written rules to a minimum allows nominating chairs as much freedom as possible in working out the best way to handle matters as circumstances change.

*Election results:* Of 210 total ballots, 167 votes were cast; 65% of eligible voters voted.

- Vice-President / President-elect: Joy Kim (University of Southern California)
- Members-at-Large: Cathy Chiu (UC Santa Barbara) and Yasuko Makino (Princeton University)
- Committee on Chinese Materials: Kuang-tien (K.T.) Yao (University of Hawai'i Manoa)
- Committee on Japanese Materials: Haruko Nakamura (Yale University)
- Committee on Korean Materials: Hana Kim (University of Toronto)
- Committee on Library Technology: Rob Britt (University of Washington)
- Committee on Public Services: Eiko Sakaguchi (University of Maryland College Park)
- Committee on Technical Processing: Sarah Elman (Yale University)

**Special Committee on CEAL Bylaws:** Hideyuki Morimoto discussed plans for presenting the proposed bylaws changes to the membership. Last year the special committee made recommendations to the Executive Board; the Board discussed these; the committee compiled decisions and sent them for review to the Board; and finally these were forwarded to CEAL members. The committee also prepared a ballot for Board review. Hideyuki requested that current members check the draft ballot to make sure that it correctly reflects Board decisions. The Committee on Library Technology will also have to play a big role in balloting.

There was some discussion about whether an opportunity was needed for the membership to ask questions about the proposals and processes of decision, especially in cases where the Board's decision differed from the committee's recommendation. Philip Melzer suggested a period of time where members can raise questions and comment on eastlib. He offered to put together a paragraph which could be reviewed by the current Board and then appended to the document that Hideyuki and his committee had put together after each relevant suggestion. Then we can advertise on eastlib that the document is available and modified and give people an appropriate period of time to review and respond and vote. Two weeks was agreed upon as the period for review with the possibility of extension if needed. Vickie Fu Doll noted that since eastlib is searchable and archived, this discussion can be for the record as well as answering immediate questions.

*Bylaws regarding election procedure:* Toshie Marra raised the issue of the nominating committee's concerns about balloting procedure. It was agreed that in the event that Wooseob Jeong no longer wishes to handle electronic balloting, it was clear that the Committee on Library Technology must do it. They are aware of the responsibility and have been involved in the process.

**Special Committee on Multiscript Capabilities in Local Systems:** Martin Heijdra will present his report at the Plenary Session.

**Treasurer's report:** Toshie Marra explained that the report covers financial conditions for the past twelve months and does not include the March report. The membership and subscription status numbers are as of March 20<sup>th</sup>. She corrected an error discovered after the report was sent out (2<sup>nd</sup> page, 2<sup>nd</sup> line: 37 people canceled – should be 36). In February 2007, CEAL got tax exempt status in Utah, so we received \$376 as a refund of past sales tax paid. She raised the issue of whether the treasurer's report should be published in *JEAL*. Discussion centered on the fact that this would make financial information available not only to CEAL members but to all *JEAL* subscribers. It was agreed that the best approach would be for important information to be included in the president's report or other, widely shared venue.

In updating the directory for subscription/membership status, Toshie found that many CEAL members lack an entry and so their information could not be updated. She has discussed this with Jade Atwill and the Committee on Membership, and Jade wrote to eastlib to encourage people to update entries for each institution. For

members without an institutional affiliation, updating has been handled sometimes by the treasurer and sometimes by the membership committee. Toshie noted the variety of formats in which records are kept. *JEAL* subscriptions are tracked in MS Word; mailing lists are in Excel (converted from Word at the request of Brigham Young University); while the directory is an Access database. The different platforms make extra work, and items are not consistently updated. She consulted with the membership committee on expanding the online directory database to include the data usually maintained by the Treasurer. Toshie would like to go ahead with this in the interests of saving work for her and her successor. Agreement was widely expressed, along with the hope that this might allow individuals to check their own status.

**Statistics Coordinator:** Report postponed to the next meeting due to lack of time.

**Publications :** Report postponed to the next meeting due to lack of time.

**Joint Plenary Session:** Kristina Troost raised the possibility of a joint plenary or other meeting with CONSALD and CORMOSEA. She planned to meet with them following the CEAL dinner. Would moving the time of the Plenary Session next year cause problems? Phil Melzer noted this has been brought up before and suggested it might be discussed at the next meeting.

**Thanks to outgoing president Philip Melzer:** Much applause. Kristina expressed her delight that Phil will remain on the board for one more year as well as serve *ex officio* as a member of the bylaws committee.