Board of Directors Meeting  
April 26 2011  
10:30 a.m. EST

AGENDA

Attending by Skype or conference call:
Suzie Allard
Julia Blixrud
Tony Cargnelutti
Bruce Cochrane (first part)
Ed Fox
John Hagen
Iryna Kuchma
Austin McLean
Gail McMillan
Elsabe Olivier
Ana Pavani
Max Read
Sharon Reeves
Eric Van de Velde

Not attending:
Vinod Chachra
Joan Lippincott (maybe)
Nan Seamans
Peter Schirmbacher
Shalini Urs

Haven't heard from:
Birte Christensen-Dalsgaard
William Clark

1. Welcome – 10:30 a.m. EST

2. Approval of Agenda

3. Approval of Minutes of Board Meeting December 2010

4. Australia Report – Tony Cargnelutti

5. Business Arising from December 2010 Meeting - See Appendix A below  
ETD-DB / ETD-MS Updating – Gail McMillan, Ed Fox
Microsoft Academic Search – Ed Fox

6. New Business

Request for Annual Report
Union Catalogue hosting
Union Catalogue survey

7. Budget

8. Committee Reports

Awards – John Hagen
Communications – Julia Blixrud
- Newsletter
- Changing Facebook Group to a Facebook Page
Conference – Sharon Reeves
  Elsabé Olivier: ETD 2011
Executive – Ed Fox
Finance – Austin McLean
Membership (Quality Seal, Social Network, Support) – Eric Van de Velde
  - Quality Seal
  - 123 Sign Up and membership
  - Google Ad words
  - Social networking
Nominating – Vinod Chachra

9. Working Group Reports

Strategic Planning – Gail McMillan, Bruce Cochrane
Revising the ETD Guide – John Hagen, Max Read, Christine Jewell
Mentorship – Christine Jewell
Tracking Publishers’ Policies – Gail McMillan for Nan Seamans
Mission and Goals Online Statement – Bruce Cochrane, Ed Fox
Mentoring – anyone?
10. Global Reports

Australasia – Tony Cargnelutti – (done as item 4)
Canada – Sharon Reeves
India – Shalini Urs
South America – Ana Pavani
United Kingdom and DART Europe – Susan Copeland
U.S. – John Hagen

9. Adjournment

Appendix A

Action items from Board meeting of December 2010

ACTION: Vinod offered to help with developing standards for metadata.
Status:

ACTION: Ed will invite Peter to join Working Group on Quality Seal.
Status:

ACTION: Austin McLean will help launch social network with Vinod Chachra, and will get web page up.
Status:

ACTION: Ed Fox will ask Joe Moxley to get involved with the social network.
Status:

ACTION: Vinod will send email instructions for finding own institution’s records, and will also send lists of records for Brazil, Peru, South Africa, Canada.
Status:

ACTION: Max Read will contact Sharon Reeves, Library and Archives Canada, and the Canadian Association of Graduate Schools (CAGS) to ask about possible Board members.
Status:

**ACTION:** Bruce Cochrane contact Midwest Association of Graduate Schools to ask about possible Board members.

Status:

**ACTION:** Iryna will send name of Open Access humanities publisher in Cape Town that she knows who might be interested in being involved.

Status:

**ACTION:** John and Iryna will draft letter to Cape Town publisher to check interest, and will develop survey for Creative Arts. Bruce and Max will help.

Status:

**ACTION:** Julia Blixrud will follow up with the idea of a Newsletter.

Status:

**ACTION:** Iryna will provide feedback on the ETD Guide so far. Max will contact John about putting up the first sections of the Guide.

Status: Done

**ACTION:** John will put Goals up on website.

Status:

**ACTION:** Tony and Vinod will promote NDLTD in Hong Kong and explore possibility of holding ETD 2013 there.

Status:

**ACTION:** Tony will send invitation to National Library of Australia on behalf of NDLTD asking them to join and/or suggest a potential Board member.

Status:

**ACTION:** Max will set up a Doodle poll for whole Board in April or May to find a meeting day, e.g. 10:30 – 2:30 Eastern time.

Status: Done