



Catholic Research Resources Alliance

Agenda and Minutes CRRA Board of Directors

Thursday May 26, 2011

3 – 4 p.m. Eastern

2 – 3 p.m. Central

12 – 1 p.m. Pacific

Audio call-in

Call: 1-866-469-3239

Attendee access code: 216 605 75

1. Welcome, review of agenda, welcome to Terry Ehling
2. Confirmation of April 20 and 25 Board agenda and minutes (distributed April 25 and attached)
3. Discussion on proposal for setting up a strategic planning task force and developing a five year strategic plan, especially the following:
 - Charge and time line
 - Principles, assumptions, starting points and key questions
 - Members

Background documents attached:

1. CRRA Task Force to Develop a Proposal for the CRRA Strategic Plan from Jennifer Younger and Pat Lawton, May 3, 2011
2. Principles, assumptions, starting points and key questions in developing a new five year strategic plan for the CRRA

Desired outcomes:

- Approve the charge and time line to go to a Task Force to develop a long range strategic plan (FY2012-13 to 2016-17).
- Approve the principles, assumptions, starting points and key questions
- Discuss and approve members to be appointed to the Task Force

Minutes

1. Present: Theresa Byrd, Steve Connaghan, Stephanie Clark (for Artemis Kirk), Tom Leonhardt, Janice Welburn, Pat Lawton and Jennifer Younger

2. Minutes of April 20 and April 25 were confirmed.
3. Jennifer highlighted the key points relating to the time line, process and what would be included in a strategic plan. Comments included the following:
 - The time line is ambitious.
 - A strong chair is needed to keep the group on track.
 - The Board chair will need to support the planning process.
 - There should be a way for people to express interest in participating.
 - The Board needs to identify areas where organizational representation is needed, such as from the Board and/or committees. This point is added to the Board activities in the second bullet under May 2011 activities.
 - It would be helpful to have a draft plan with multiple scenarios for review in context of budget. This point is added to the October 2011 activities.

Jennifer reviewed key points in the document on principles, assumptions, starting points and key questions. Comments included the following:

- In addition to the statements on membership, the Board should develop budget principles to complement and support strategic planning and resource allocation in support of various scenarios. This point is added to the section on principles, assumptions and starting points.
- The key questions are to be address by the Strategic Planning TF and this point is added to that header in the revised document.

On the question of size, the Board suggested asking Terry for her thoughts on an appropriate size but also agreed that 5 – 7 people is about right. The TF should be a core group soliciting input from across the membership. The Board agreed that Jennifer and Pat should serve on the TF. The Board anticipates that member institutions will support TF members from their institution for an in-person meeting. The Board suggested the ALA meeting in New Orleans (June 2011) and the symposium at Duquesne (Nov. 2011) as two opportunities for some or all of the TF to meet in person.

Announcements.

Membership. One additional institution has requested membership. The Board asked that Jennifer send the information via email so it would reach all Board members. It is fine to request approval for more than one institution in the email.

Board agenda for June 2. The agenda will include concluding discussion on developing a strategic plan, , an update on membership recruiting and membership for FY2011/12, a review of a proposed FY2011/12 budget, and a report on governance issues.