



# Catholic Research Resources Alliance

<http://www.catholicresearch.net>

## CRRA Five year Strategic Planning Task Force Agenda and Minutes

**Thursday January 26, 2012**

**Noon – 2 p.m. Eastern (Note extended meeting time)**

**11:00 a.m. – 1 p.m. Central (Note extended meeting time)**

Audio call-in: 1-866-469-3239 Attendee access code: 216 605 75 Host code: 216 794 44

### 1. Welcome – Lorraine Olley, chair

Present: Stephanie Clark, Ann Hanlon, Pat Lawton, Lorraine Olley, Diane Parr Walker, Tom Wall, Jennifer Younger

Regrets: Jonathan Bengtson, Joe Lucia, Ingrid Hsieh Yee

### 2. Approve minutes of December 15, 2011 meeting (attached)

**Outcome:** Minutes approved.

### 3. Review of schedule for next meetings and activities

- Wednesday January 25 call (Lorraine, Ann, Stephanie, Pat and Jennifer) on format, level of detail, etc. for final draft.
- Thursday January 26 extended to 2 hours (Noon to 2 pm Eastern, 11 – 1 pm Central)
- Friday February 3 conference call
  - Extended to 4 hours with break in the middle
  - Propose three hubs: Chicago, Washington DC, Boston
- Announce preliminary plan to CRRA members in early *CRRA February Update*.
- Ask TF members on other CRRA committees (see roster) to discuss the plan with their committees and the Board. Pat and Jennifer will facilitate getting these discussions on agendas.
- Review plan scenarios in the context of budget principles and financial resources that would be required. Ask subset of TF members to address. Jennifer and Lorraine will facilitate.
- Thursday February 9 and/or 16 conference call (Noon to 1 pm Eastern, 11 to Noon Central)
- Submit the proposed plan to the Board of Directors by February 28, 2012

Lorraine reviewed schedule. Lorraine will put the strategic plan on Google docs so TF members can add and/or modify before and during the next meeting. Lorraine and Jennifer will send the meeting logistics with the February 3 agenda.

### 4. Input from Board on vision and [mission](#) – Jennifer (see statement of mission and purpose at end of agenda)

#### Discussion

- Janice Welburn, Board chair, and Jennifer propose continuing with the current mission statement and organizational purpose as stated in the *Bylaws*

- General agreement that mission statement as stated encompasses current and anticipated directions and initiatives
- Jennifer & Pat will ask the Scholars Advisory Committee to weigh in on meaning and use of “Catholic intellectual tradition, “Catholic intellectual scholarship” and “Catholic scholarship.”
- Board will send draft of vision statement to TF

## 5. Discussion of member survey results for implications for current draft of TF strategic plan (attached)

### Discussion

- Lorraine suggested a brief review of current activities would be helpful. The TF looked at the *CRRRA Strategic Plan: Goals and Objectives for 2011-2012* on the website.
- Jennifer highlighted major activities including (1) facilitating member updating and addition of content, (2) the new project to locate, provide access to and foster digitization of North American Catholic newspapers which although not mentioned in the plan falls under Objective 1.4 (also 2.2) to increase digital content in the portal, (3) usability studies on portal functionality, statistics and implementation of Archivists Toolkit and/or Archon, (4) enhancing web site, (5) pursuit of not-for-profit incorporation and becoming a Catholic organization, and (6) setting up a membership committee for continuing membership recruitment.
- Reviewed the top-ranked statements (p1) in the *CRRRA Survey Results\_Conclusion and Analysis\_Final.pdf* for deciding what to add to the strategic directions
- Reviewed the *Summary on interpretation of textual (qualitative) responses* (p2) to decide what should be added or not to the strategic directions
  - Added “Keep portal a freely discoverable resource” as assumption
  - Include “Make the Catholic portal *the* destination for Catholic resources” in vision statement
  - Added other statements in red to current draft of strategic directions
- Time ran out before we could review the responses to the five questions to see what should be added to the strategic directions. The TF will continue the review as part of the February 3 meeting.

## 6. Draft TF strategic plan (attached, also at <https://www.catholicresearch.net/admin/docs/> under “Five Year Strategic Plan Task Force – user name “Catholic” and password is “portal”

- Report out from Lorraine, Ann and Stephanie on format, level of detail
- Ask TF members to select their assignment to more fully develop one of the five areas
- Means for making changes

### Discussion

- Definition of mission: expresses purpose, why we exist, what we do
- Definition of vision: expresses impact, what organization hopes to become statement, what success looks like
- TF to review vision statement from Board in context of this definition
- Suggestion that TF report create strategic directions to set framework for going forward: broad focus to guide goals and measurable objectives in annual plan yet with flexibility to accommodate future opportunities and changes in technology
- Assign responsibility to committees and staff respectively in annual plan
- **Imperative need for an action plan with mission critical outcomes**
- **TF members to review strategic directions and be prepared to add/modify existing points under each direction to develop robust agenda of mission critical outcomes on February 3**

**7. Wrap up, suggestions for agenda for next meeting on February 3, 2012 – Lorraine (5 minutes)**

- Lorraine will upload the draft strategic plan to google.docs to enable live updating by all TF members

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**BYLAWS FOR THE CATHOLIC RESEARCH RESOURCES ALLIANCE (CRRA)** (Adopted February 4, 2008)

**Article I. Name, Mission and Purpose.**

**Section I. Name.** The name of this organization shall be The Catholic Research Resources Alliance (hereinafter referred to as CRRA).

**Section 2. Mission.** CRRA’s mission is to provide enduring global access to Catholic research resources in the Americas.

**Section 3. Purpose.** The purpose of CRRA shall be to:

- Ensure permanent global access to all Catholic research resources
- Promote the advancement and dissemination of knowledge and services reflecting the Catholic intellectual tradition
- Facilitate the sharing of scholarship which studies and presents the Catholic intellectual tradition and correlative disciplines
- Make accessible to a global community information concerning Catholic research resources whether in print, digital, or other formats
- Cooperate with charitable, educational, theological and other library organizations, institutions, agencies, or consortia, whether public or private, in developing and/or providing library and information services for the good of the global community interested in Catholic intellectual scholarship;
- Develop and encourage activities which enhance global access to information and educational resources and services relating to Catholic scholarship;
- Promote efficient access to the Catholic information, library and archival resources in the Americas through maintenance of a single entity, such as a resource web portal or similar structure, to which participating institutions may contribute.

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**Five Year Strategic Planning TF roster**

1. Jonathan Bengtson, University of Victoria, and member, Scholars Advisory Committee

2. Stephanie Clark, Georgetown University and member-at-large
3. Ann Hanlon, Marquette University, member of Digital Access Committee
4. Pat Lawton, CRRA Digital Projects Librarian
5. Joe Lucia, Villanova University and Board member
6. Lorraine Olley, University of Saint Mary at the Lake/Mundelein Seminary; member, Collections Committee
7. Diane Parr Walker, University of Notre Dame and member-at-large
8. Tom Wall, Boston College and Board member
9. Ingrid Hsieh-Yee, The Catholic University of America and member-at-large
10. Jennifer Younger, CRRA Executive Director
11. Terry Ehling, CRRA Strategic Consultant (October – December 2011)