

**Washington Chapter / ACRL  
Business Meeting Minutes October 22, 1998  
Menucha**

1. The agenda and 1998-1999 Executive Board Goals were passed out.
2. Deb Gilchrist gave a brief description of the ongoing ACRL/CLAMS/LMDC sponsored series of workshops on instructional design and assessment. The first workshop was in Spokane last spring, the next is in Centralia this fall. The plan is for Pack Forest '99 to be the final workshop in the series. Deb hopes for a "hotshot" speaker on assessment at P.F..
3. Marie presented the incorporation/affiliation question. Discussion centered around liability issues, and cost of insurance if we were to incorporate. The Board will continue to investigate options and have a proposal to be discussed at P. F. '99 and voted on in 2000.
4. The concept of moving to an electronic newsletter was discussed. It was the consensus of the membership that we move to distributing the newsletter electronically.
5. The Board proposed that members of the Chapter automatically be signed on to the ACRL-NW e-mail list in order to facilitate distribution of the newsletter and as a forum for more direct and timely membership discussion. The consensus of the membership was that this be done as long as instructions on un-subscribing were clearly sent along with a welcome to the list message.
6. The idea of developing a Chapter web page was discussed. Central Washington University volunteered to host a web page.
7. The need to recruit new members was discussed. The Board is looking at membership lists from National ACRL, and WLA, and is trying to target people for recruitment from those lists. The Board encourages all current members to encourage colleagues and friends to become dues paying members of the Chapter.
8. The following members volunteered to serve on the Nominating Committee for spring elections: Deb Gilchrist (Pierce College), Pier David (Clover Park Technical College) & Linda Pierce (Gonzaga University). Positions needing to be filled are: VP/President Elect, Member-at-Large & Secretary/Treasurer.

Respectfully Submitted  
Andrea Kueter  
Secretary/Treasurer  
WA Chapter/ACRL

**publication policy**