Date: August 14, 2003  
From: Kellie Kaneshiro  
To: The Midwest Chapter Board  
Subject: President's Report for the Fall Board Meeting

Objectives (from the Spring Board Meeting)

- Plan and preside over the Spring and Fall board meetings
- Attend the 2003 MLA annual meeting  
- Attend Chapter functions at the 2003 MLA annual meeting  
- Act on Board members' and Chapter Council requests in a timely manner  
- Review Chapter website and get updated material to the Technology Committee  
- Encourage membership in the Chapter and in MLA  
- Volunteer to facilitate a Chapter roundtable  
- Attend state association meetings as invited and schedule allows

Activities
Conducted Chapter business

- Forward messages from MLA to Midwest Chapter discussion list  
- Communicate with the Immediate Past-President regarding Matrix updates  
- Met with the President-elect to plan for 2003/2004  
- Supply information, communicate with the Awards Committee  
- Communicated with the Annual Meetings Chair  
- Communicated with the Education Committee  
- Handle reimbursement requests in a timely manner  
- Consulted with the Governmental Relations Committee regarding replacement members  
- Communicated with the Membership Committee  
- Consulted with Nominations Committee regarding procedural questions  
- Based on idea from the Education Committee Chair, created a postcard promoting the Chapter newsletter (with input from the Publications Committee Chair) to include with the ballot mailing  
-Worked with the Technology Committee (provided updates, files)  
- Communicated with interim representative to MLA Chapter Council  
- Pursued a Benchmarking Chapter Educator (contact potential BCEs, wrote job ad)  
- Make arrangements for the fall board meeting and annual business meeting  
- Contribute to the 2003 annual meeting: contract visit to Omni hotel, attended planning meetings, served on the contributed papers jury, will introduce the keynote speaker, create schedule for the MLA President visit  
- Wrote president’s column for inclusion in the winter, spring, summer issues of MIDLINE  
- Wrote letter to accompany the Chapter's $1,000 donation to the Lindberg Research Fellowship (MLA)  
- Represented Chapter at MLA orientation for new leaders, acted as recorder for a Chapter Roundtable discussion  
- Wrote and submitted the Chapter Midyear report to Chapter Council and MLA headquarters

Action Item: The Executive Committee (President, President-elect, Immediate Past-President, Secretary, Membership Secretary, Treasurer, and Representative to the MLA Chapter Council, Parliamentarian (as ex-officio, non-voting member) approved treating the bylaws revision (voted on by the membership at the annual business meeting in Minneapolis 2003) as amendments and not as a revision.

Action Item: The Executive Committee appointed Pam Rees interim Representative to the MLA Chapter Council until new representatives could be elected.

Both items require that the entire Executive Board review and ratify (or reject) the action items at the regular fall board meeting.