

TO: Melinda Orebaugh, President, Midwest Chapter, Medical Library Association

FROM: Clare Leibfarth, Chair, Publications Committee

SUBJECT: [Report for Spring Board Meeting, Chicago, IL, March 26, 2004](#)

DATE: [March 3, 2004](#)

Publications Committee Members:

Clare Leibfarth (OH), Chair (2004)

Cathy Perley (IA), Chair (2003)

Ximena Chrisagis (OH)

Jennifer Friedman (WI)

Nancy O'Brien (IA)

Mary Taylor (IL)

Objectives:

1. To publish issues of **MIDLINE, the Newsletter of the Midwest Chapter/Medical Library Association** by collecting, writing and editing features and columns to be distributed to the membership one month after copy deadline.
2. To distribute electronic copies of **MIDLINE** via the Midwest Chapter web site, assisted by members of the Technology Committee.
3. To encourage contributions of news items, announcements, informative articles, and ideas from the membership through personal and professional contacts and the chapter listserv.
4. To stay within the projected budget, \$100.

Activities (as of March 1, 2004):

1. Reviewed post cards created by President Kellie Kaneshiro and mailed to Midwest Chapter members to notify them of change to electronic format.
2. Emailed members of the Midwest Chapter Board to solicit contributions and ideas for Fall 2003 and Winter 2004 MIDLINE issues.
3. Emailed deadline reminders for Fall and Winter issues to the chapter listserv.
4. Produced the Fall issue and forwarded electronic files to the Technology Committee for publication to the chapter web pages at <http://midwestmla.org/midline/>.
5. Announced Fall issue on the Midwest Chapter listserv, calling attention to selected articles and requesting future contributions.
6. Began production of Winter issue with target date of online availability of March 22, 2004.
7. Worked with the Technology Committee to modify the MIDLINE online format for smoother, more timely posting on the website.
8. Began work with the Technology Committee to develop an alternative method of news delivery on the website for current announcements and news not appropriate for the newsletter quarterly production timeline.
9. Completed transition in committee leadership in January 2004.

This report is informational and requires no further action from the Board.