



Midwest Chapter Medical Library Association
Fall 2015 Board Meeting
 Louisville, KY
 Friday, October 2, 2015
 5:00pm-7:30pm pm (Eastern Time)
 Collins Room in the Suite Tower, Galt House

Broadcasted via Google Hangouts.

Dinner will be at 7:30 pm in Café Magnolia is in the Rivue Tower, Galt House.

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| 1. Call to Order and Welcome | Mary Hitchcock |
| 2. Review Agenda | Mary Hitchcock |
| 3. Review and Approve Minutes from
Spring/Summer 2015 Board Meeting | Beth Whipple |
| 4. Review of action items from Spring/Summer 2015 meeting | |
- **ACTION:** Amy will draft a policy on unbudgeted expenses for the regular chapter budget.
 - **ACTION:** Amy needs to update signatories with financial institution.
 - **ACTION:** Mary will need to modify information in Annual Meeting Guide to reflect MOU change of seed money for annual meetings from \$5000 to \$2500.
 - **ACTION:** Bette will query chapters about conference meetings, annual meetings to get a better idea of how chapters handle annual meetings.
 - **ACTION:** Mary will check with Katherine Chew to see if there are still items that need to be added to the wiki.
 - **ACTION:** Stephanie can look and give an assessment of things that may not be in the wiki.
 - **ACTION:** Mary will talk to Julie Schneider to further explain her rationale (in her report) for the governmental relations person to be folded under the Professional Practice Committee.
 - **ACTION:** Chris will send out membership interest form to the Board
 - **ACTION:** Kevin needs a better process for the electronic records (and items created and born digitally, such as photos), will get back to Mary on that. (is this correct?)
 - **ACTION:** The Board gives permission to the Communications Committee to create the proposal by **July 31**, then submit to Board, then the Board will give permission to move forward.
 - **ACTION:** Bette will look further into other chapters' membership rates for students
 - **ACTION:** Membership Committee will further investigate a process for "reciprocal membership outreach"
 - **ACTION:** Membership Committee will write pilot procedure process for the Pilot Resume/Interview Practice Project
 - **ACTION:** Mary will send annual meeting materials to Clare.
 - **ACTION:** Clare will talk to Ryan Harris about the task force for the Mid-Atlantic Conference.

5. Brief Committee Reports / Highlights (as necessary)

- a. President
- b. Immediate Past President/Nominating Committee
- c. President Elect
- d. Treasurer/Finance Committee
- e. Membership Secretary/Membership Committee
- f. Chapter Council Representative and Alternate
- g. Representative at Large/State Liaisons
- h. Archivist
- i. Governmental Relations Liaison
- j. Annual Meetings Committee
- k. Awards & Scholarships Committee
- l. Communications Committee
- m. Professional Practice Committee
 - No Committee meetings for 2015

Mary Hitchcock
Liz Weinfurter
Chris Childs
Amy Donahue
Stephanie Schulte
Bette Sydelko
Patti Lunsford
Mary Hitchcock
Julie Schneider
Clare Leibfarth
Leah Osterhaus
Allan Barclay
Heidi Nickish-Duggan

6. Old Business

- a. Finances update
 - Update on lawsuit against Acteva
 - Policy around unbudgeted expenses
- b. Committee service recruitment procedure-Qualtrics
- c. Grants to state organizations for annual meetings post 2015
- d. Communications Committee Projects

Donahue/Hitchcock

Chris Childs
Amy Donahue
Allan Barclay

7. New Business

- a. 2015-2016 budget
- b. Resume Clinic Pilot Program
- c. Merger of Gov't Relations Liaison into PPC
- d. New Archivist
- e. Annual Meetings recommendations

Amy Donahue
Stephanie Schulte
Julie Schneider
Mary Hitchcock
Clare Leibfarth

8. Review of Action Items from today

Beth Whipple

9. Adjournment

Mary Hitchcock