

MEMO

To: Sheryl Stevens, President, Midwest Chapter/Medical Library Association
From: Theresa Arndt, Secretary
Subject: Report for Spring Board Meeting
Date: March 4, 2005

Activities:

- prepared minutes for Fall Board meeting October 8, 2004, Springfield, IL
- prepared minutes for Annual Business Meeting, October 10, 2004, Springfield, IL
- attended 2005 Chapter Annual Conference
- promoted medical librarianship via presentations at the University of Michigan School of Information Feb. 3 and 4, 2005

Objectives:

- attend all Chapter Board and Business meetings and prepare minutes
- review information on Secretary position on the Chapter website for possible revision/enhancement
- promote Chapter membership whenever possible

This report is informational and requires no action by the Board.

Respectfully submitted,
Theresa Arndt