



2010 Annual Board Meeting

September 24, 2010

Best Western –Inn on the Park

Capital Room East

Madison, Wisconsin

In attendance:

Elaine Skopelja, President

Deborah Lauseng, Immediate Past President, Incoming Chair Professional Practice

Clare Leibfarth, President-Elect

Barbara Gushrowski, Auditor

Rebecca Canton, Membership Secretary

Katherine Chew, Incoming Membership Secretary

Janna Lawrence, Chair Professional Practice, President-Elect Elect

Julie Schneider, Government Relations Liaison

Barb Sisolak, Wisconsin Annual Meeting Co-Chair

Donna Barbour-Talley, Annual Meetings Chair

Bette Sydelko, Representative to MLA Chapter Council (listening online)

Pam Rees, Representative to MLA Chapter Council

Ximena Chrisagis, Representative at Large

Stephanie Schulte, Incoming Representative at large

Mary Markland, Potential Candidate for the MLA Nominating Committee

Mary Hitchcock, Archivist

Karen Anderson, Communications

Liz Fine, Awards & Scholarships incoming

Alan Barclay, Web Master

Charniel McDaniels, Recording Secretary

President

Elaine Skopelja

The Spring Board meeting in March 2010 was the first virtual board meeting. DimDim was used to support the 6 offsite attendees in meeting with 7 in-person board members. This was a successful cost saving effort.

The President collaborated to create a letter to state health science associations in conjunction with the State Liaisons Chair, Ximena Chrisagis. That letter was sent to the state liaisons for the states in our chapter.

The creation of a Special Committee for Advocacy will allow members to share their experiences and provide opportunities to promote health science libraries and librarians.

Midyear reports are offered to the board by the current president Elaine Skopelja. 2010 board minutes will be approved virtually.

President Elect

Clare Leibfarth

Work has focused on building the chapter leadership. Liz Fine will take over for Sheryl Stevens. There are several empty committee seats that need to be filled. Goals & objectives of the 2010-11 President will be in conjunction with those of the current goals of the MLA President.

Membership

Becca Canton

The membership is rising; currently it is approaching 400 members. 138 members joined using Acteva. We have 53 new members as of September 7, 2010. The Membership Secretary drafted a membership survey and a post card for marketing. Emeritus issued to be addressed.

Julie Schneider would like to collect home zip codes of the membership to use as a call to action for future legislature. The zip codes will make it possible to identify congressional districts. The membership form will need to be updated to accommodate this effort.

Treasurer

Sue London

Ms London has submitted the accompanying final report. It is a standard financial statement, narrative and a draft 2011 budget. We continue to wait for the CD to turnover. Board members are asked to review the financial report. It is decided that the budget should be approved during in the Fall business meeting. Current expenses will be reviewed and the Auditors report will follow. Both tasks will be handled through email. The draft budget met with everyones approval.

Auditor

Barbara Gushrowski

Sue London, Treasurer and Barbara Gushrowski, Auditor will work together to organize the spreadsheets and provide an Auditor's report.

Communications

Karen Anderson

Communications committee has transitioned from Moveable Type to WordPress. Midline and Connect Midwest were demoed for the board. Board members were encouraged to view the site again as colors did not read true after being projected. There was a new motif offered for Midline by Clare Leibfarth and Karen Anderson. The Communications Survey is still being compiled. Allan is working with Clare to archive the previous issues of Midline and conference blogs. We will experience a cost saving by moving to electronic only formats. Thanks to both Karen and Allen for the work that has been done by the committee.

Annual Meetings

Donna Barbour-Talley

There are currently three meetings in the planning stages:

- 2010 Conference Madison, Wisconsin
Committee Co-Chairs 2011 2012 Julie Schneider and Barbara Sisolak
- 2011 Conference Indianapolis, Indiana
Barbara Gushrowski, Conference Coordinator
- 2012 Conference Rochester, Minnesota
Donna Barbour-Talley 2012 Conference Coordinator

2012 meeting organizers were contacted. Committees will be formed soon. Currently the committee is attempting to locate a report from the Ohio 2009 meeting to complete documentation.

Julie Schneider, presented the information for the 2011 meeting. 240 registered for this meeting. This year's meeting is being held 3 weeks earlier than usual. 85% of attendees used Acteva to register.

Archives

Mary Hitchcock

The chapter archives at UIC are now organized and they have a finding aid for the collection. A poster featuring the project will be presented at this meeting. Keeping track of the change of rosters. Sheryl Stevens and Mary Hitchcock are working on decade history. They are currently working on the 1990's. These are linked off the chapter webpage up to the 1908-'s.

Awards and Scholarships

Liz Fine

This year there were no nominations for the Distinguished Librarian Award. The Annual Meeting Award student status is discussed. It is for library school students. They should be active students. The criteria for the Student Award should be re-written. The payment policy will be reconsidered. Monies should be awarded at the meeting. Approach the board in the spring with a revised policy. Distinguished Librarian of the year should be nominated by the board. A notice to the membership could help support this effort. It should emphasize service to the chapter. The suggestion was made to make the supporting forms and documents electronic. The Committee and the Board will have a role in completing the process. This calls for a policy change. The awards committee will come up with a full proposal for the spring board meeting for the name change as well.

MLA Chapter Council

Pam Rees

Karen Hanus is working on a project to identify the communication methods used by chapters. Karen is participating in the Rising Star program.

Deborah Lauseng – Nominations are complete. Elections have taken place. All of the new officers are present at this meeting. The criterion for the Biographical Information was posted on the web. 131 members voted, 31% of the membership. It was promoted in Connect and moved to electronic.

Professional Practice

Janna Lawrence

Natile Reed will present a poster on AHIP- liaison for MLA Benchmarking taskforce needed they must be a MLA member and a hospital librarian. This information will be added to the wiki. The tasks that medical librarians perform are constantly changing. This fact poses a concern for AHIP. Their job duties have shifted and they may no longer be solely hospital librarians. Recommend a letter from the Chapter President and the Committee.

Deborah Lauseng moves that the Professional Practice Committee and the incoming President work to draft a letter to the MLA Credentialing Committee in support of accommodating displaced librarians. This should be completed in time for the annual meeting in May 2011. Katherine Chew seconded the motion. Becca Canton also agreed. This motion is so moved and will be completed by the spring board meeting. The letter will be completed by late March.

State Liaisons

Ximena Chrisagis

The Chair presented a problem with the timeframe of the letters to state organizations. The letter is completed and posted on the Wiki. There is no Michigan representative. The letter should be received by an active chapter member. The letter will be sent every year and serve as a formal position. The letter should be directed to the Presidents of the state organizations. Stephanie Schulte will revise and review the charge for the state liaisons for the spring board meeting.

Membership

Becca Canton

The membership survey draft has been created. The Technology survey will be combined with it and sent to the membership in April. It is designed to be online and easy to complete. Julie has suggested that trend based questions should be included. [What would you like to see the chapter do?] Survey questions to be collected in the wiki. Results could be used to focus upcoming CE, purchase equipment, or schedule programming.

Emeritus status discussion pursued based on talking points presented in the Membership report. It has been suggested that it could be used as an award. Should there be limit set? Should an honorary status also be investigated?

The Board voted unanimously to establish an emeritus status. It is to be used as a means of recognition. Recipients would have to apply. They could hold an appointed office, chair a task force or vote in a formal meeting. Requirements will be drawn up and presented at the Spring 2011 Board Meeting. A new class of membership requires a by-law change. The membership could vote on this at Fall 2011 Annual Business Meeting. By-Laws committee? Do we have one? Do we need one? Has to be approved by MLA and has to go to the membership 30 or 60 days in advance. The Membership Committee will resubmit this topic in the spring. A special committee will be needed in the spring after the recommendations are examined.

Additional Questions: Should the membership fee be waived? Students are free. Should emeritus be same for conference rates as well? Could we create a honorary membership category? Check with other

MLA Chapters to determine if they have similar practices. Membership & Chapter Council will investigate further.

New business

DimDim is the current vehicle for our virtual meeting. It may change to Adobe Connect. Elaine Skopelja moved that we allow for the purchased of a tripod, add a line item in the budget for hardware and purchase a case to house the equipment. There should also be money set aside for shipping the hardware. Technology requirements will be needed for more detailed pricing.

- \$750.00 hardware
- \$100.00 software
- \$150.00 toll-free phone line
- \$500.00 video conferencing

Action Item: Finalize line items. Consider how to budget upgrades.

DL – new form for nominating committee to collect biographical information. The Nominations Committee would like to add a candidate statement to update the biographical information form. It could also serve as a means to collect AHIP information.

Action item: membership will begin to collect and display AHIP status in the membership directory.

Advocacy

Elaine Skopelja

Elaine would like to establish a special free standing committee to work in conjunction with the Professional Practice Committee. The Advocacy CHARGE: investigate and create methods and materials to advocate for libraries and librarians. This committee will collaborate with the existing GMR committee. Elaine will forward the charge and timeline electronically for the committee.

The Advocacy Special Committee will have a hospital and academic track with members from both audiences. Request for the Board to allocate \$1000.00 for printing costs.

Deborah Lauseng moved to establish a special committee. A preliminary report is to follow. The board affirmed.

Review budget items changed \$400 – Advocacy will fall under the board as a line item.

The Spring board meeting is scheduled for the last week in March. It is to be held at the Akron-Canton Airport – March 25, 2010

MOTION TO ADJORN THE MEETING 5:55pm