



**Midwest Chapter Medical Library Association
2016 Annual Business Meeting
Des Moines, IA
Monday, October 24
1:30 pm – 3:00 pm**

1. Call to Order and Welcome

Chris Childs, President. Meeting called to order at 1:32
Approximately 45 were in attendance

2. Review and approve minutes from 2015 Annual Business Meeting

Jen Deberg, Recording Secretary
Merle Rosenzweig made a motion and Amy Blevins seconded approval of minutes

3. Membership Secretary Report

Stephanie Schulte, Membership Secretary

She introduced herself to group and reported that there are 280 active members and 43 new or returning members. 81 members from last year have not renewed. Her plan is to obtain the list of 81 and figure out if there is a pattern, and talk with state liaisons if there is a pattern. She thanked her committee members. She informed the group that no mailing for registration renewal will occur this year, and mentioned that most other chapters have done the same. It will still be possible to print off form and mail it in or renew online. For those that have hospitals/institutions pay membership, she explained that it is necessary for the member to ensure that their name appears upon renewal.

4. Treasurer's Report

Liz Kiscaden, Treasurer

She provided a summary of status: With the Acteva (the previous payment processing service) scam, the chapter lost about \$16,000. This means that the account was at about \$500 this year at beginning of year. Currently, we have about \$70,000 in our account, but much of this will be used to pay the bills for conference, which are generally paid after the event. She is planning on investigating if Wild Apricot (current payment processing service) can accept general donations. Years ago, we had much more \$ to contribute to awards, but this year the board decided to suspend several of these awards. Edith Starbuck organized a fundraising event at the meeting this year and that was a good start, but there may need to be more attention to fundraising for the chapter.

5. Representative to MLA Chapter Council Report

Janna Lawrence, Representative
Report stands

6. Annual Meetings Report

Clare Leibfarth, Annual Meetings Chair

She introduced self and explained that the Annual meetings committee used to be just the chair and coordinators. Last fall, the charge was changed with addition of committee members. She thanked Janna Lawrence and planning committee and reported that there were 167 registrants and 37 vendors at the meeting this year.

Next year will be in Michigan and the following year in Cleveland.

7. Annual Meetings Special Committee

Clare Leibfarth, Annual Meeting Chair

She explained that she started on this committee in 2015 due to there being many inefficiencies and redundancies. She approached the board to establish a special charge to look at processes around planning to improve continuity and efficiency with conference planning. This group will be recommending policy and procedure changes and recommending changes to by laws if needed. This committee met yesterday and it was a productive meeting. They will report to board in spring and next fall, there will be some preliminary suggestions for improvement. Some big changes may also be suggested. They will suspend planning 2019 meeting (2017 and 2018 meetings are under contract) until they have some guidelines to work with. She asked for volunteers to join the committee and to contact her or Bette if interested.

8. Communications Report

Chris Childs, on behalf of Elizabeth Huggins Communications Chair

Elizabeth is ill and unable to file full report or attend. She submitted a new committee charge which was reviewed by board in our executive board meeting. Essentially she is assigning each committee member a specific role and the charge will be updated on website shortly.

9. Nominations and Elections report

Mary Hitchcock, Immediate Past President

This year the ballot was sent to 271 and 112 were returned, which is about 43% rate, a little lower than typical. She reported that she did have some trouble recruiting volunteers for positions.

Results: Karen Hanus= president elect; candidate for MLA Nominating Committee= Ramune Kubilius, representative at large= Patricia Lunsford; membership secretary = Stephanie Schulte

10. Awards and Scholarships Presentations

Edith Starbuck, Awards and Scholarships Chair

Reported that this was an uneventful year because fewer awards were able to be granted. She thanked her committee. Presented awards: Student Annual Meeting Award to Stephanie Hendron; First-Time Attendee Award to Karlene Cambell and the Annual Meeting Award to Noreen Mulcahy.

11. Poster/Paper Research Awards

Xiaomei Gu, Professional Practice Chair

Thanked those who helped her with judge. Best research paper award Nicole Theis-Mahon for her paper titled "Cracking the Health Care Code: Health Literacy in the Upper Midwest"

Best research poster award goes to Jenny Taylor with the poster titled "*Information Seeking Behavior in the Health Sciences: A Systematic Review*"

12. Old Business

a. Pilot Resume Clinic

Stephanie Schulte reported that a pilot program was launched to match up mentors and mentees for improving resume writing. 9 matches were made this year with this program, and there were more volunteer mentors than mentees. She performed an evaluation which revealed both mentors and mentees highly rated the program. The structure of this was two 30 minute sessions between mentor and mentee: one to work on resume and

one to practice interviewing skills. The results indicate that the program should continue. There will be an announcement late fall/early winter with a request for volunteers. The ideal volunteer is directly involved in hiring. The program will be completed in the spring. She reported that the chapter is applying for the Majors/MLA chapter project for the year. A question was issued about how promotion was done and Stephanie reported that this was a challenge, and she could use help with this if there is interest.

13. New Business

- a. Communications Committee Website Migration Plan
Chris Childs reported for Elizabeth, who was unable to attend. An outline for the website sent out the migration plan by email and this was discussed during board meeting. The plan is to migrate all content to Word Press. What was mentioned during board meeting was that Wild Apricot may have some web content hosting and this will be investigated prior to moving forward. Chris emphasized that Elizabeth would welcome feedback from membership.
- b. Fundraising
Edith Starbuck reported that organizing the 50/50 fundraiser was not too difficult (though obtaining the gaming license was) and that it had some success. Other ideas for fundraising will be discussed—one idea is for a future silent auction.

14. New Incoming Officers and Committee Chairs

President—Debra Werner
President-Elect—Karen Hanus
Membership Secretary—Stephanie Schulte
Representative at Large—Patricia Lunsford
Representative to the MLA Chapter Council – Janna Lawrence
Alternative Representative to the MLA Chapter Council – Nancy J. Allee
Candidate for MLA Nominating Committee—Ramune K. Kubilius
Midwest Chapter Credentialing Liaison to MLA – Jane Blumenthal
Nominations & Elections Chair—Chris Childs
Annual Meetings Special Committee Chairs —Clare Leibfarth and Bette Sydelko
Awards & Scholarships Committee Chair Nicole Theis-Mahon
Professional Practice Committee Chair– Angie Tucker

15. Recognition of Outgoing Officers and Committee Chairs

Chris Childs - Outgoing President
Mary Hitchcock - Outgoing Immediate Past President
Debra Werner - Outgoing President Elect
Bette Sydelko - Representative to the MLA Chapter Council
Karen Hanus - Alternative Representative to the MLA Chapter Council
Julie Schneider – Governmental Relations Liaison
Barbara Platt - Outgoing MLA Nominee
Edith Starbuck - Outgoing Awards & Scholarships Chair
Xiaomei Gu - Outgoing Professional Practice Chair

Invitation to Michigan given by Merle Rosenzweig. This will be a joint meeting hosted by the Michigan Health Sciences Library Association and Midwest Chapter

16. Transfer of Gavel

Chris Childs, President

Chris thanked the membership and the board for all the support given to him during his presidency

The gavel was transferred to Debra Werner, President-Elect

17. Adjourn

Debra Werner, President

Debra presented Chris Childs with a gift to acknowledge his work

Debra adjourned the meeting at 2:25: motion made by Jane Blumenthal and seconded by Merle Rosenzweig