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.

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

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

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

8. **Review of Action Items from today**

9. **Adjournment**