

MCMLA Executive Committee Meeting

MINUTES

January 21, 2011

9 am MT or 10 am CT

Executive Committee Members Attending:

- Sarah Kirby, Chair
- Claire Hamasu, Immediate Past Chair
- Melissa De Santis, Recording Secretary
- Peggy Mullaly-Quijas, Executive Secretary
- Holly Henderson, Chapter Council Representative

Leadership Attendance:

- Heather Brown, Chair, Nominating Committee
- Sue Fleming, Archivist
- Camilla A. Gentry, Co-Chair, 2010 Wichita, KS, Meeting Planners
- Tom Gensichen, Chair, Bylaws Committee
- Rebecca Graves, Annual Meeting Advisor
- Jackie Hittner, Chair, 2011 St. Louis, MO Meeting Planners
- Marty Magee, Chair, Education Committee
- Amy Ritterskamp, Chair, Web Task Force
- Amanda Sprochi, Newsletter Editor & Chair, Publications
- Joan Stoddart, Chair, Awards & Honors Committee
- Darrel Willoughby, Chair, Governmental Relations Committee
- Nancy Woelfl, Parliamentarian

Approval of MCMLA Executive Meeting Minutes for December 10, 2010

- Moved by Claire, second by Holly
- Approved by Executive Committee

Approval of MCMLA Executive Meeting Minutes for December 20, 2010

- Moved by Holly, second by Claire
- Approved by Executive Committee

Committee Goals

Sarah is still waiting on goals for the year from a couple of committees. Please turn in your committee's goals soon if you have not already done so.

Endowment Fund Ad Hoc Committee

- Sarah introduced the five members on this ad hoc committee. Their first meeting will be January 31st.
- They have been charged with creating a report and recommendation.
- Their goal is to have a report and recommendation to the Executive Committee at least eight weeks before the annual meeting.

Skype account

- Sarah is working on getting a large number of people on the call.

- It was recommended that Sarah talk with Jeanne Le Ber because she has experience using Skype with a large group.

Agenda items for MLA Board meeting

- We will be submitting a motion to the MLA Board regarding virtual meetings.

Newsletter Editor & Publications Committee

- Amanda has been in touch with Andrew. The transition is going smoothly so far. Amanda has sent out a call for newsletter items to the Chapter.
- A committee member, Cindy Mitchell, has moved to Indiana. Amanda will need to find someone to replace her.
- Amanda said the committee has been asked to put an “ad” in the next issue for AHIP. Amanda wondered if this was ok. It is up to the Publications Committee to decide how and if they want to take ads. There is a mechanism with the new website to accept payment for ads.

Awards & Honors Committee

- The committee received a good response to apply for a free Chapter Sharing Round Table lunch at MLA. The two winners of this award are Jean Sidwell and Assako Holyoke.
- The Chapter has three major awards that can be given out each year. Last year only one of the three was awarded. The committee is hoping to get a lot of nominations this year so that all three awards will be given out.

Chapter Council

- Holly reminded us that the Chapter will need to elect a Chapter Council Rep and a Chapter Council Alt at our next election.
- Additionally the Chapter will need to elect a candidate to the MLA Nominating Committee.
- A question was asked about the Policy & Procedure Manual that is on the Chapter website. It does not appear to be up to date. Claire said that the Manual was posted before the annual meeting so it does need to be updated. She will take care of that.

Web Task Force

- Amy said that things are moving along well with the Chapter website.
- About 86 members have renewed online. Peggy will send out an e-mail reminder to the Chapter reminding members to renew to be able to vote.
- A question was asked about the archives being available via the Chapter website. Amy said she has started testing putting items into the KU repository, doing batch uploading, metadata transfer, etc.
- A request was made for the Chapter website to post a list of all people that have held office in the past. This will make things easier for the nominating committee. Amy said she could do this.
- A question was asked about the ability for all MCMLA members to edit the webpage. This is already working, but you need to be a Full Member before you can do any editing. An online tutorial will be available to show members how to add content.

Nominating Committee

- As mentioned previously, there are a number of positions to fill for the slate this year. We need to have at least two people for each position and we have five positions so we'll need at least 10 names.
- Suggestions for potential officers should be sent to Heather Brown. Amy will check to see if any members marked an interest in participating as an officer when they renewed their MCMLA membership.
- The ballots need to be out no later than February 15th.

Annual Meeting Task Force

- Rebecca Graves shared the report from the forum held at the annual meeting.
- The Task Force will be creating wording for a motion to go before the MLA Board. The motion would clarify that a virtual meeting is ok. Nancy offered to help craft this motion.
- Might there be other Chapters that would also be interested in holding a virtual-only meeting?
- In addition to the motion, is there anything else we'd like the Task Force to do?
- It was asked if we could explore testing some kind of virtual option for this year's meeting. However the St. Louis people asked that we not do that.
- The meetings in 2011 and 2012 are already scheduled to take place in person, so if we did have a virtual-only meeting it would not be until 2013 at the earliest.
- The Task Force did submit a poster abstract to MLA about the work they have done around virtual meetings. The poster was accepted.
- The Executive Committee will need to meet to discuss the report from the Task Force. The Task Force outlined three recommendations and Exec Committee needs to select one.

Announcements:

- The MCMLA 11 Annual Meeting website is now up and running.
- The Education Committee will be surveying the membership soon about what types of CE they'd like to see offered.
- A reminder that dues are due by February 1st.
- Thanks to Nancy Woelfl for hosting this conference call while we work out our issues with Skype.

Upcoming Executive Committee Meeting

Friday, February 11, 2011 9 am MT or 10 am CT

Adjournment

Respectfully submitted,
Melissa De Santis, Recording Secretary