

MCMLA Executive Committee Meeting
MINUTES
April 10, 2015
9:00 MT / 10:00 CT

Action items noted in RED

Votes noted in BLUE

Call to Order

Jackie called the meeting to order at 10:00 CT.

Executive Committee Attendance:

Jackie Hittner – Chair

Darrel Willoughby – Immediate Past Chair

Lisa Traditi – Incoming Chair

Jenny Garcia – Recording Secretary

Heather Brown – MLA Chapter Council Representative and 2015 Meeting Planner

Leadership Attendance:

Karen Wiederaenders – Executive Secretary

Nancy Woelfl – Parliamentarian and Ad Hoc Endowment Task Force

Amanda Sprochi – Express Editor and Publications

Tracey Hughes – Web Editor and MCMLA-L Discussion List Owner

Rebecca Graves – Annual Meeting Advisor

Jan Rice – MLA Chapter Credentialing Liaison

Tom Gensichen – 2015 Meeting Planner and Bylaws

Lisa Traditi – 2016 Meeting Planner

Betsy Mueth – Library Advocacy

Marty Magee – Nominating

Unable to Attend:

Kate Anderson – MLA Chapter Council Alternate Representative

Gwen Wilson – Education

Margaret Hoogland – Governmental Relations

Cindy Perkins – Honors and Awards

Jeanne Burke – Membership and MLA Chapter Membership Liaison

Kristy Steigerwalt – Membership

Timmi Johnson – Research

Approval of March 13, 2015 Minutes

Motion to approve the minutes of the previous meeting was made by Lisa Traditi, seconded by Heather Brown, and approved by voice vote of the MCMLA Executive Committee.

Treasurer's report:

See attached for April 2015 Financial Report. Karen Wiederaenders reported that MCMLA incurred some expenses from Wild Apricot. Not many membership dues coming in at this time of year.

Committee Reports:

Bylaws: No report

Education: No report

Honors and Awards: No report

Advocacy and Government Relations:

Betsy Mueth reported that the Library Advocacy and Government Relations Committee met. A law librarian will meet with them to talk about lobbying. They will find out who they need to be talking to from major organizations, just as the Joint Commission. One big combined committee seems to be working well.

Membership: No report

Nominating: No report

Publications: No report

Research: No report

2015 Meeting: No report

Old Business:

Jackie Hittner said that the meeting minutes for January and February had been posted on the website.

New Business:**Archives Policy:**

Jackie Hittner: Based on changes made during March policy meeting, to the Archives policy document was discussed. There was discussion about newly found documents and additional documents, which might be found in the near future. For these items, Tracey Hughes will check to see if any new items would duplicate what is already archived.

Another issued discussed related to the amount of digital storage available through Wild Apricot. Our storage limit will be at maximum soon. Lisa Traditi suggested that the Digital Collections of Colorado might be a viable option, as University of Colorado Health Sciences Library is a member. She has been in contact with them, and would need to know how much space would be needed for our archival material. Tracey would be able to provide that information by the end of the day.

As photos take more space, and many photos of the annual meeting are uninteresting and of no particular historical value, and many times individuals cannot be identified. A maximum

of 10 photos per meeting will be kept, although the best, and most significant photos appear in the MCMLA Express and there is no need to duplicate. There will be further discussion between Lisa, Tracey and the Archive Committee.

Documents are a higher priority. Only first known bylaws and procedure manual should be kept—for historical purposes. Nancy and Tom will further discuss the need for all bylaws changes, as most changes are minor and not historically significant to the organization.

For reports, only final committee reports might be needed and this would be the report given at the annual business meeting. The Archives policy states that each committee chair sends the full final report to archivist, although this report is usually included in the MCMLA Chair's final report, and this duplication would not be necessary. Additional non-substantive information about each meeting of the committees is not needed.

Correspondence—most is done electronically now. Only correspondence representing official position of MCMLA would be substantive.

The archivist would need a checklist items collected each year.

Motion to approve archive policy as edited. Heather moved, Lisa seconded. Approved by voice vote.

Adjourn:

Motion to adjourn was made by Lisa, seconded by Heather, and approved by voice vote of the MCMLA Executive Committee. Meeting was adjourned at 11:55 CT.

MCMLA accounts 2015

	15-Feb	Mar-15	Apr-15
Checking	63,796.94	63,491.55	62,405.90
Paypal	4891.83	4949.49	4978.32
Total	68688.77	68441.04	67,384.22

receipts to checking

	30	membership
	8.35	interest
total	38.35	

Expenses paid from checking

	34	Kristen SeSanto - roundtable
	550	MLA insurance
	540	Wild Apricot
total	1124	

Receipts to Paypal

	30	membership
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Expenses from
Paypal

	1.17	fees
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