

## ***Midcontinental Chapter: 2017 Annual Activity Report***

Submitted by: Gwen Wilson, Chapter Chair, and Organization Members on April 13, 2017

[Please note the **bold and underline headings** are required by MLA]

### **Leadership Roster:**

Chair:	Gwen Wilson
Immediate Past Chair:	Lisa Traditi
Chair Elect:	John Bramble
Recording Secretary:	Kim Harp
Chapter Council Representative:	Heather Brown
Chapter Council Alternate:	Kate Anderson
Treasurer:	Jackie Hittner
Parliamentarian:	Nancy Woelfl
Archivist:	Heidi Zuniga
Express Editor:	Amanda Sprochi
Web Editor/MCMLA-L Discussion List Owner:	Tracey Hughes
Annual Meeting Advisor:	Rebecca Graves
Annual Meeting Advisor Understudy:	John Jones
MLA Chapter Membership Liaison:	Jeanne Burke
MLA Chapter Credentialing Liaison:	Shawn Steidinger
2017 Meeting Planner:	Rebecca Graves
2018 Meeting Planners:	Gwen Wilson and Rebecca Brown

### **Executive Summary (in 100 words or less summarize top achievements, activities, actions since May):**

- In March 2017, MCMLA forwarded a check for \$23,155.41 to Lodestar, making its first deposit into its endowment fund.
- Work continues to establish the first MCMLA Strategic Plan.
- A Strategic Budget Task Force collected and analyzed data from the last 10 years of MCMLA annual budgets. Recommendations were made to the Executive Committee to help establish a balanced annual budget. Follow up actions include a survey to membership.
- Successful joint meeting with MCMLA and Midwest in October 2016. The chapter profit for the meeting was \$8,366.31.
- The planning committee for the Second Virtual Annual Meeting in 2018 has been formed.

### **Group Strategic Plan (list the latest goals, strategies, and status of specific objectives. If possible include dates, metrics, and schedule):**

#### **MCMLA Multi-year Goal:**

#### **Create Strategic Goals for MCMLA**

In order to:

- Clarify MCMLA's direction
- Focus limited human and financial resources on high yield outcomes
- Garner member buy-in and participation

Key Strategies:

- Use Executive Committee (EC) to identify and set long term goals (2-5 years)
- Identify goals for this fiscal year- 2016-17
- Share with membership via email list, website, newsletter

**Progress towards Goal:**

We have conducted a membership vote on the themes identified in the survey. This ranking of the themes has helped determine the priorities of the chapter. The next steps will be to work out specific objectives with a timeline spanning the next 2-5 years.

**MCMLA 2016-2017 Goal One:**

**Establish Strategies to Achieve each Strategic Goal – continuation from 2015-16**

In order to:

- Clarify MCMLA's direction
- Focus limited human and financial resources on high yield outcomes
- Garner member buy-in and participation

Key Strategies:

- Use the Strategic Plan Task Force to develop strategies for each goal
- Create a specific timeline and ownership [standing committee] for all strategies
- Utilize the timeline to identify strategies for 2016-17

**Progress towards Goal:**

The Strategic Plan Task Force is now working on wording the Strategic Goals for MCMLA. The next step will be to brainstorm ideas and strategies to achieve each goal.

**MCMLA 2016-2017 Goal Two:**

**Review each MCMLA committee to help ease the transition from chair to chair**

In order to:

- Promote and support the continuation of knowledge from chair to chair.
- Encourage new members to serve as a committee chair.

Key Strategies:

- Work with MCMLA Committee Chairs and Executive Committee to consider the creation of a Vice-Chair role within each committee

**Progress towards Goal:**

The Executive Committee has discussed which committees would benefit from a Vice-Chair/Chair-Elect role. A motion has been made to add a Vice-Chair/Chair-Elect role to select committees with the objective to help ease the transition from chair to chair.

**MLA Strategic Plan (List specific contribution to MLA Strategic Goals – if applicable):**

- All chapter goals are directly relating to Strategic Area #1: What MLA does in order to focus on programs that are strategic and relevant to members and customers and speed up decision making and execution.
- The Education Committee's goals relate to Strategic Area #3: Education in order to strengthen continuing education offerings.

**Facts and data (list key events held, items published, resources created, or other data):**

### **Annual Meetings:**

2016 Annual Meeting in Des Moines, IA:

- October 21-25, 2016
- Joint meeting with: MCMLA and Midwest
- Theme: Merge & Converge: Sixteen in 16 – Two MLA chapters. Sixteen states. One spectacular meeting.
- Meeting URL: <http://midwestmla.org/conference2016/wordpress/>
- Location: Des Moines Marriott, 700 Grand Avenue, Des Moines, Iowa

2017 Annual Meeting in Columbia, MO:

- October 9-11, 2017
- Theme: Show Me – One Health
- Meeting URL: <http://www.mcmla.org/MCMLA2017>
- Location: Tiger Hotel, 23 S 8<sup>th</sup> Street, Columbia, MO 65201

Membership Statistics: Total 150 members (128 active regular members; 11 emeritus members; 11 student members)

MCMLA Express Newsletter:

- Spring 2016, 37(2) - <http://www.mcmla.org/resources/Express/2016/may2016.pdf>
- Summer 2016, 37(3) - <http://www.mcmla.org/resources/Express/2016/august2016.pdf>
- Fall 2016, 37(4) - <http://www.mcmla.org/resources/Express/2016/nov2016.pdf>
- Winter 2017, 38(1) - <http://www.mcmla.org/resources/Express/2017/feb2017.pdf>

### **People Update (committees reports include election results, sub-committee appointments, recognition or other information related to individuals):**

**Advocacy Committee:** Angela Spencer, chair; Darell Schmick, Gwen Lawson, Emily Eresuma.

Ex Officio: Barb Jones

- Surveyed the MCMLA membership and is reviewing the results to help generate ideas.
- Looking into using the MCMLA blog page to share ideas for promotion, advocating, etc.

**Bylaws Committee:** Betsy Mueth, Chair; Euem Osmer, Brenda Pfannenstiel

Ex officio: Nancy Woelfl, Heather Brown, Lisa Traditi

- No report

**Education Committee:** Ben Harnke, Chair; Ben Bolin, Katie Dayani, Maria Ford, Shelie Vacek

Ex officio: Rebecca Graves, Shawn Steidinger, Christian Minter

- Working with the 2017 Annual Meeting Planning Committee to plan CE offerings at the 2017 annual meeting

**Honors and Awards Committee:** Jerry Carlson, Chair; Judi Bergjord, Kristen DeSanto

- 23 MCMLA Stars were recognized at the 2016 annual meeting for their accomplishments above and beyond their roles and responsibilities.
- The Chapter's three highest awards were presented at the 2016 annual meeting to extraordinary members in honor of their achievements.
  - Tracey Hughes - The Bernice M. Hetzner Award for Excellence in Academic Health Science Librarianship

- Holly Henderson - The Barbara McDowell Award for Excellence in Hospital Librarianship
- Jackie Hittner - The Outstanding Achievement Award
- Past Chair Rebecca Carlson McCall sent letters to the supervisors and CEOs of the 2016 award winners.
- A travel scholarship to attend the 2016 Annual Meeting was awarded to Susan Swogger.
- The Chapter's award to attend the MLA Chapter Council Sharing Roundtables Lunch was given to Marilyn De Geus and Mary Helms for MLA Annual 2017.

**Membership Committee:** Holly Henderson, Chair; Jim Honour, Kim Harp, Yumin Jiang, Merinda McLure, Alissa Fial, Timmi Johnson, Nena Schvaneveldt

Ex officio: Heather Brown, Jeanne Burke, Jackie Hittner

- Continue new member interviews for MCMLA Express – 3 new member interviews published in the recent MCMLA Express Newsletter, 4 new member interviews in progress.
- Review promotional materials and revise if needed (brochure, web pages, committee welcome letter/email). Committee will be developing an electronic poster for the upcoming MLA annual meeting.
- Communicate with library schools: promote chapter and membership
- Contact lapsed members – 31 lapsed members contacted by email with a reminder to renew.
- History of membership project – verify membership historical files as much as possible and include historical information in our online membership database.

**MLA AHIP Credentialing Liaison:** Shawn Steidinger

- Work with the MLA Credentialing Committee to promote membership in the Academy of Health Information Professionals.
- Is working to promote the Chapter's AHIP First Time Applicant Award.
- Contribute 2-3 articles to MCMLA Express about the Academy.
- Answered AHIP questions for 4 MCMLA members.

**MLA Membership Liaison:** Jeanne Burke

- Working to communicate how MLA is changing benefits of being a MLA and MLA chapter member.

**Nominating Committee:** Erica Lake, Chair; Erin Wimmer, Lisa Traditi

Candidates for five open elected positions were recruited, and an election was held.

Incoming officers for 2017:

- Vice-Chair/Chair-Elect - Heather Brown
- Recording Secretary - Alicia Lillich
- Representative to the MLA Nominating Committee - Nena Schvaneveldt
- Representative to the MLA Chapter Council - Annette Parde-Maass
- Alternate Representative to the MLA Chapter Council - Jeanne M. Burke

**Publications Committee:** Amanda Sprochi, Chair; Katie Dayani, John Jones

- Expenditure of \$179.84 for a long lens, filter, and lens cap retainer for the MCMLA camera.
- Produces quarterly issues of the MCMLA Express.
- Regular columns were submitted by Amanda Sprochi (MCMLA Congratulates) and the Chapter president, Gwen Wilson
- John Jones, and Katie Dayani continued on as editors. Susan Sanders resigned due to retirement.

**Research Committee:** Christi Piper, Chair; Anne Heimann, Holly Hubenschmidt, Kristen Sen, Rebecca Carlson McCall, Melissa Rethlefsen

- The Research Committee is working with the 2017 Annual Meeting Planning Committee to solicit papers and posters for the 2017 MCMLA Annual Meeting.
- Past chair Melissa Rethlesfen worked with volunteers to select the 2016 Research Awards:
  - Best Research Paper: "Reddit Community Finds Health Answers from Reference Collaborative?" by Dana Abbey
  - Best Research Poster: "The Use of Retracted Publications in Systematic Reviews" by Ben Harnke
  - Viewers' Choice Award: "MeSHing with Rounds: Question Topics Asked of a Clinical Librarian" by Kristen DeSanto

**Archives Working Group:** Heidi Zuniga (Archivist), Chair; Betsy Mueth, Jennifer Plaat, Angela Spencer, Jackie Hittner

- The MCMLA Ad Hoc Archives Committee became the Archives Working Group in 2016/2017.
- Continue to add items to the digital archives as they become available.
- Archives Working Group will continue to go through paper archives and will mail items that need to be digitized to the Archivist. Papers that are not needed or are digitized will likely be discarded. The goal is to have the paper archives reviewed in a year, but it is flexible.
- Archives Working Group will post MCMLA Annual Meeting information to the MCMLA webpage in the Archives section and this information will continue to be updated (this has actually already been posted).
- URL of MCMLA digital archives: <https://dspace.library.colostate.edu/10968/980>

**Endowment Fund Ad Hoc Task Force:** Nancy Woelfl, Chair; Jackie Hittner, Betsy Mueth

- MCMLA endowment fund raising kicked off in October 2016 during the Joint Midwest-Midcontinental Chapter Meeting in Des Moines, IA.
- A chapter member pledged a \$2,000 donation to the endowment and challenged the rest of the membership to match it. Conference attendees contributed \$700.41 in cash during the meeting. Another \$455.00 in contributions was received from November 2016 through March 15, 2017 for a total of \$3,155.41 in member contributions.
- After adopting a 2017-2018 operating budget and assuring the chapter maintained three years' liquidity, the Executive Committee determined \$20,000 in funds could be moved out of the MCMLA treasury and invested in the endowment fund. The Executive Committee approved this on February 9, 2017.
- In light of increasingly complex financial procedures for the chapter, the Ad Hoc Endowment Task Force recommended that a standing Finance Committee be created and the Ad Hoc Task Force merged into it. The Executive Committee took this under advisement. Chapter Chair Gwen Wilson appointed a strategic budget task force to examine larger issues of chapter finance before creating a new standing committee.
- On March 9, the Executive Committee authorized Treasurer Jackie Hittner to deposit contributions designated for the endowment fund as soon as possible after received, without requiring additional Executive Committee approvals. This will simplify MCMLA financial procedures without reducing accountability or transparency.
- The Ad Hoc Endowment Task Force continues to meet regularly, discuss strategies for promoting endowment contributions, and publish regular endowment updates in the MCMLA Express.

**Strategic Budget Task Force:** Gwen Wilson, Chair; Jackie Hittner, Nancy Woelfl, John Bramble, Betsy Mueth

- Report in Executive Summary

**Actions Required by the Board:** NO - This report is informational and requires no action by the Board of Directors.

**Documents or Motions Attached:** 0 files uploaded