

# MISSOURI UNIVERSITY LIBRARIES STAFF ASSOCIATION

**Executive Board Meeting  
June 16, 1999  
2:00 – 3:40 p.m.  
4<sup>th</sup> Floor Conference Room**

## Meeting Minutes

Present: Carol Romano, Nicole Brown, Karen Eubanks, Colleen Smith, Pat Holmes, Michaelle Dorsey, Troy Gordon, Ruthe Morse, Jacinda Johnson, and Mary Batterson

Guest: Tammy Green

Not Present: Mary Beach and Kate Rubbelke

## Previous Minutes

Troy read the minutes and the "Not-Necessarily-the-MULSA Minutes" for the April 14, 1999, board meeting. The Board approved them as read.

## Reports

### Vice President

Nicole and Troy have decided that they will share the vice presidency this year and that Nicole will be the president next year.

### Treasurer

Ruthe distributed written copies of the Association's membership roster as of 6-1-99, the Treasurer's Report for April and May, and the 1998/1999 Annual Report. She explained we have received the money from the book sale (\$5212.86). As a result, MULSA was able to reimburse Ruthe the \$500.00 she had lent us. This reimbursement makes up the bulk of May's Misc. Expenses. \$500 is now in the Savings Account at the Mizzou Credit Union, thus ensuring that we will not incur any service charges from now on. The bulk of April's Misc. Expenses consist of the \$200.00 expended for the two outstanding staff awards which MULSA sponsors.

Discussion next turned to the need to build up an endowment fund to finance such expenses as the two annual \$100 outstanding staff awards. A MUNY fund could be bought for this purpose with the \$500 now in the Savings Account used as a start toward this. Jacinda will check into the guidelines for the savings account at the Credit Union. For example, since MULSA needs to keep funds fluid, how often can money be withdrawn without incurring a fee? Jacinda will also look into one-year CDs for a portion of our funds. It would be good to have some money "sheltered" against easy access. We had only about \$200 left before we received this year's book sale money. Jacinda will present her findings at the next meeting of the board.

### Staff Lounge

The Board commented that the Lounge has been kept clean and in good shape. The main concern at this time is the expense of vending machine drinks. The price has been increased from \$0.75 to \$1.00 for a bottle of soft drink. Discussion centered on alternatives to the vending machines, such as selling sodas from a small refrigerator or purchasing a vending machine. MULSA-sponsored bake sales could be an alternative to the snack machine at times. However,

contractual obligations with the vending machine company may make the suggested alternatives not feasible. Before the Board starts to research alternatives, Carol will talk to Bob Almony about a better vending solution to our concerns.

#### Book Sale

As mentioned in the Treasurer's Report, MULSA has received the funds from the book sale.

#### Courtesy

Since Pat has taken over the Courtesy Chair position, three sympathy cards have been sent and two mall gift certificates have been purchased (one to celebrate a retirement and the other a wedding). Thank-you notes received by MULSA are posted on the bulletin board in the Staff Lounge.

#### Muse

Tammy said she has the MUSE tote bag and will arrange to get it to Nicole and Michaelle.

An additional issue of the MUSE did not get published. It is supposed to be a bimonthly publication.

Nicole and Michaelle already have ideas for their first issue. Carol has a URL site for a crossword puzzle that she will forward them.

#### Social

Nicole read a poem that summed up the social activities sponsored by MULSA during the 1998/99 year. This poem has been filed with the other annual reports kept with the minutes of the MULSA Annual Meeting of May 12, 1999.

#### **Old Business**

Nicole reported that Vic Myers' son, Noah, has still not received the shirt that he ordered and paid for through the Human-I-Tees fundraiser. Nicole has followed up with the company about this problem, but has not had any luck. After discussion, it was decided to ask Vic whether Noah is more concerned with getting the shirt or a refund of his money. MULSA will then buy him a shirt from Human-I-Tees or reimburse him. If we order him a shirt, that will reopen our account with the company. While we would not have an official fundraiser, staff would be able to buy other items from the Human-I-Tees catalog.

The annual picnic is this Friday. Help is needed decorating for it and cleaning up. Karen, Colleen, Nicole, Pat, and Michaelle will be going out early to Cosmo Park.

Proofs of the staff pictures are now displayed at Karen's desk between 8:00 a.m. and 5:00 p.m. She has the purchase price information for each size. The MULSA organization will keep a copy of each picture and will give one of each to Special Collections.

#### **New Business**

Carol distributed copies of the MULSA's Constitution and By-Laws as revised in April 1996. She reminded the board that MULSA is no longer providing \$100 to the recipient of the Ralph H. Parker Award and explained that we need to clarify that the Courtesy Chair is not obligated to check with the Executive Board to purchase a gift. Board members began to find other needed changes in the Constitution. Since the Constitution may be amended or revised only by presenting the changes to the membership, each Board member will review the Constitution and

present suggested changes at the next Board meeting. Mary Batterson will list the proposed and agreed-upon changes and will then draft a letter to the membership.

MULSA now has a permanent address for its web site. Carol will e-mail Pat to have her get a gift certificate for a restaurant which the Board will present to Lisa Corlee to thank her for her hard work in setting up the web site.

Carol asked the board members to search through their MULSA packets for a list of duties as members. They should bring any such lists to the next meeting.

**Next Meeting**

The next meeting will be on July 14<sup>th</sup> at 2:00 p.m. Please bring your list of proposed Constitutional changes and your list of MULSA position duties.

Respectfully submitted,

Mary Batterson