

MISSOURI UNIVERSITY LIBRARIES STAFF ASSOCIATION

**Executive Board Meeting
August 4, 1999
2:00 – 3:45 p.m.
TRSS Conference Room**

Meeting Minutes

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

Carol specially called this meeting to discuss the latest draft of revisions to MULSA's Constitution and By-Laws. On August 2, Troy distributed to each board member a copy with the revisions suggested by the members to the draft presented at the July 14 Board meeting. Based on the points made by the Board today and listed below, Troy will make another revision.

Article II

The Board approved the use of "employees" instead of "staff" and decided that the use of "members" when referring to fellowship is acceptable.

Article III, Section 1

The use of "to" and "School of Information Science and Learning Technologies" is fine.

Article III, Section 2

No decision was reached about the membership categories. Discussion will continue about this matter. A Board member suggested that Friends of the Libraries could be eligible for Contributing and Sustaining Memberships, but this could have ramifications for the spirit of fellowship among the members. A Board member brought up there being "members for life" which means the general membership has voted that these members no longer have to pay annual dues because of the significant contributions they have made to the work of MULSA. This category will need to be added to the Constitution. There is concern about the way the voting process has been handled in the past with members raising their hands in approval or disapproval of a member being given this status while she was present. A Board member raised the question of whether all categories of members would be eligible for elected positions.

Article IV, Section 1

The revisions to this were approved. The Treasurer reminds members when their dues need to be paid.

Article IV, Section 2

Troy will add the category of "\$30,000 - \$34,999" with annual dues of \$10.00. Discussion was tabled until later about the dues for the new categories of membership.

Article V, Section 1

The first sentence will read, "The Executive Board shall consist of four officers: President, Vice-President/President-Elect, Secretary, and Treasurer; and nine other elected positions: Courtesy, Muse (2), Social (2), Staff Room (2), and Book Sale (2)." Having the next sentence start with "each of these positions consists of one or two chairpersons" may be redundant with the previous sentence. Troy will simplify the wording of the last sentence in this section.

A Board member explained that the two Book Sale Chairs are not elected in the same year so that MULSA always has one experienced Board member in this area. Since the book sale is now biannual instead of annual, is this still necessary? There are detailed written guidelines for the book sale.

Article V, Section 2

Part B: The Board decided to strike the highlighted sentence and to include it in MULSA's Standing Rules.

Part C: Change the latter sentence to read, "Such minutes shall be read and approved by the respective organization, then become official record."

Part D: The Board did not advise any changes be made.

Part E: The Board decided to state the first sentence as "The Courtesy Chair shall be responsible for extending congratulations, condolences, and other courtesies to all employees on appropriate occasions." The rest of Part E will be transferred to the Standing Rules.

Part F: Add "frequency" to "scope and distribution."

Part H: The Board decided to keep this as now worded.

Part I: Replace the word "direction" with "assistance." Correct the typographical error of "Books Sale" to "Book Sale."

Article V, Section 3

Change "presentation of candidate's names" to "presentation of candidates' names." The last section of this part should read, "Absentee ballots will be provided but must be returned prior to the general meeting."

Article V, Section 4

Eliminate the conjunction "and" and make into two separate sentences.

Article VI

This will become Section 5 of Article V. A Board member raised the question of whether the first sentence of the present Article VI repeats information contained in Article V, Section 1.

Article VII

The Board approved this article as written.

Article VIII

In Section 2, change “a simple majority of the members present at any meeting” to “a simple majority of the members present at any general membership meeting.”

By-Laws

Carol polled the Board members to get their opinions on how MULSA should proceed with the annual outstanding staff awards in light of the Library administration’s change in thinking about them. All of the Board members except for Karen and Mary Eileen thought that MULSA should have an award separate of administration. A Board member suggested that MULSA’s award be called the “Staff Choice Award” Karen and Mary Eileen have not yet reached a conclusion on the matter. Carol asked them to think about it further, to ask questions of whomever could help them make a decision, and to let the Board know their conclusion at the next meeting. Board members brought up the questions of whether there could be any possible negative effects of “divorcing” ourselves from the Administration and if an award from MULSA would mean as much to the recipients as an award from the Administration.

A Board member suggested that the Board distribute the proposed revised Constitution and By-Laws to the general membership in a draft form and ask for comments and suggestions. The actual vote on the revisions would take place at the annual general membership meeting.

A Board member brought up the idea of having corporate sponsors for MULSA.

Troy explained that organizations are run not only by their Constitutions and By-Laws, but also by their Standing Rules. Standing rules are not as codified as the other documents and can be changed more easily than them. The MULSA Board can therefore adopt Standing Rules and change them on their own as necessary. Meeting minutes and Executive Board member’s job descriptions are actually forms of standing rules. During today’s meeting, the Board suggested the following additional Standing Rules:

The Vice-President shall be responsible for the MULSA Super Star Award once a month from June until May and will be responsible for the Annual Super Star Award in February.

In terms of the Courtesy Chair’s responsibilities, gifts are to be given to members who are leaving or retiring from the library system where employees are eligible for membership in the MU Libraries Staff Association and who have served on the staff a minimum of five years. Employees transferring within areas and departments would not receive a gift. Costs shall be taken out of the Staff Association Treasury.

Leave space on the ballots for write-ins of additional candidates.

Include a disclaimer on the absentee ballots stating that write-in candidates may be nominated at the general membership meeting whose names are not included on the absentee ballot.

The first Executive Board Meeting after the election will include both old and new Board members.

Other Business

Carol reminded the members to submit job descriptions for their MULSA positions to her if they have not done so already.

The idea of buying a digital camera for MULSA was raised. Carol will call Columbia Photo to find out the price and to see if they could donate one to the organization.

Next Meeting

The next meeting will be on August 18th at 2:00 p.m.

Respectfully submitted,

Mary Batterson