

University of Missouri Libraries Staff Association
Executive Board Meeting
Aug. 13, 2009
2:00 pm- 3:00 pm
Reference Conference Room

Present – Jack Batterson, Delores Fisher, Tammy Green, Ruthe Morse, Michael Spears, Rebecca Schedler, Sandy Schiefer, and Colleen Smith.

Absent -- Rachel Brekhus, Steve Clayton, Jerri Eldridge, and Karla Geerlings

All-Staff meeting: Ruthe buying cookies and fruit. We're also providing iced tea, water, and coffee. She will ask security to get the table set up.

Web site updates: Michael needs information about the board members so that he can update that page. At present, the "current" board members listed are from the 2007-08 term. Colleen will get the information to him and the July minutes, as well. Latest meeting minutes posted are for April 2008. Delores volunteered to scan the minutes from last year.

Tammy: Will try to clean the refrigerator 3-4 times a year-- **Definitely** planning on cleaning it before the Thanksgiving Dinner. The notices about the last cleaning were effective. Most people removed their belongings in advance. Still have not heard back about whether we will be able to select "healthy" snacks for the vending machine in the lounge. It is not clear who should talk to the vender: the administration office or us. We wonder if we could buy and fill our own machine in order to make a wider variety of "healthy" foods available.

Book sale: We voted to accept Sandy's proposal to sale books on Amazon.com. Jack will get us a debit/credit card which we will need in order to do business with them. Jack is planning on keeping the card in Admin.'s safe.

Treasurer report: We should get another Book Sale check in the middle of October. Michael suggested that we track the mutual funds' trends. We will cash in the \$2,162.79 CD in September and put the money in our checking and savings accounts. We will cash in the larger one and split it into 2 \$2,500 CD's (will have to add a little money from other accounts) – 1 six-month CD and 1 one-year CD. This way we would have money available to us every 6 months.

Rebecca: Has added an entry to the “Green Tip” section to the MULSA blog. The tip is about washing machines. She will still accept submissions about gardening.

Tammy: Picnic business is finally complete. She gave Sheena her prize for winning the theme contest. There has been a little trouble with the lounge sink. She thinks that it may just be time to change the filter.

Ruthe: Needs to write the invites for the Staff Tea (Aug. 27 at 2:30-4:00). She will do the decorating. People can come at 2:00 to help with the set-up. Steve Clayton donated tea bags for the event.

Courtesy: Sent a card to Brenda Graves-Blevins when her mother died. Delores thanked everyone for the donation we sent to hospice and for adding a book to the library collection in honor of her father who recently passed away.

Sandy: Moved books from locked cabinet to make room for larger book sale books. We need to schedule a work day to recycle unsold books (mostly old textbooks). Have some packing to finish up also. Shelly will send some unwanted gift books from Health Sciences over already packed. Sandy proposed we put books that Better World doesn't want in the lounge for staff. It was suggested that we put them out at parties and other staff events.

Rebecca: We should remind people about the box by P.T. Martin's desk for recycling old unwanted electronic and media parts.

Michael: Will be contacting the August Spotlight awardees. He will deliver the prizes to the July and August winners at the same time.

There were no September events to discuss.

The next meeting will be September 10th from 2:00-3:00.