

MISSOURI UNIVERSITY LIBRARIES STAFF ASSOCIATION

Executive Board Meeting

June 6, 2000

2:30 – 4:00 p.m.

4th Floor Conference Room, Ellis Library

Meeting Minutes

Present: Nicole Brown, Michaelle Dorsey, Mark Ellis, Karen Eubanks, Troy Gordon, Mary Hainen, Jacinda Johnson, Ruthe Morse, Susan Norman, Kathy Peters. Dyanna Pursell and Sheila Voss

Not Present: Rachel Brekhus and Jessical Longaker

Previous Minutes

There is some major confusion in the keeping of the minutes for the past few meetings. Former MULSA Secretary Mark Ellis lost the March Minutes which he tried to take electronically. He was not able to attend the April meeting and no one is sure who took minutes. Furthermore, the minutes of the All-Member meeting of May 10th were not yet available, as were not the brief minutes of the New/Old Board Event taking place May 24th. No minutes were read.

Since the current Secretary is out of the country, VP Mark Ellis agreed to take minutes with the warning that he is the one who lost the March minutes and is a key figure in creating the confusion previously mentioned.

Reports

Book Sale

There has been an extension until July 1st for entrees in the art contest to design the fliers which will be used to promote the Fall 2000 Booksale. Currently, no entrees have been received.

Social

Summer Picnic Party 2000

The MULSA Summer Picnic will be held on Friday, June 16th, starting at 5:00 p.m. The party will take place in at Cosmo Park under the Burford Picnic shelter. Susan and Michaelle and who ever else would like to help will begin decorating and 1:30 p.m. or so. BBQ and drinks will be provided by MULSA. Side dishes and desserts are requested. Urban Legends is the theme. (Out of context this theme was changed on 6/8/00 to A Battle Between Creativity and Cold Hard Cash).

Treasurer

Jacinda distributed the FY2000 Treasurer's Report and the MU Libraries Staff Association member list. The current checking balance is \$698.27 . The value of MULSA's CD is \$2047.97. (See filed Treasurer's report for further details.) Jacinda expressed concern over expenses of the Summer Picnic and the ability of the current balance to last until the MULSA CD Matures in August. She will discuss a possible budget with the Social Co-Chairs in the days leading up to the event.

Courtesy

Dyanna will file an official courtesy report when available. (See the Courtesy report as filed with the secretary.)

Muse

April edition is expected out soon.

Old Business

Recycling

The Board has been informed that part of the recycling effort in the Ellis Library Staff Lounge will still be MULSA's responsibility. The Board would like to meet with Bob Almony, Head of Administrative Services, to find out what MULSA is responsible for versus the new Library Receiving Room Attendant.

Web Page

The Board resolved that one of its members (tentatively the Vice-President) should have an official duty as the Web Page Coordinator, and that person should be in-charge of delegating who (among qualified volunteers) shall maintain the web page. It was suggested that, if possible, the person maintaining the Web Page be on the Board to ease and quicken the dispersal of information.

Phone Booth

The results of plan to redesign the staff room closet to accommodate a private telephone were unacceptable due to outrageous estimated expense. The Board will approach Bob Almony, Building Coordinator, with alternative suggestions. These include: providing a cellular phone that could be taken to a private location, providing a phone in a seminar room, allowing staff to use the phone-equipped testing rooms, or some other private location.

Exercise Room

Delores Fisher donated a treadmill. The Board would like to acknowledge this in News Notes and take this opportunity re-publicizing the room, which hardly ever gets used. Also, it was suggested that interest be measured in offering videos or group classes in Yoga, Tai Chi or Aerobics during lunch hours.

Checking

The capacity to write checks is officially in the Secretary's Job Description, but for now the Board will leave Ruthe on the MULSA bank account. The importance being that the knowledge and the authorization to write checks in the treasurer's absence stay within the Executive Board.

Cookie sale

A MULSA Cookie Sale is planned for Wednesday, June 14th. The Board will discuss the outcome at the next meeting.

Letterhead

Letterhead does exist. The November 10, 1999 Minutes show a sample. At the next meeting we will try to discuss Mock-up of letterhead and Brochure.

New Business

Filing Cabinet

Nicole Brown recommended that the Executive Board acquire a filing cabinet in the supply closet to keep scrap books, reports and other information. We will look into the possibility of obtaining one from Surplus and we will discuss at next meeting.

Ceiling Fans

It was brought up at the All-member Meeting that a long time ago ceiling fans were to be ordered for the Ellis Library Staff Lounge. The Board would like to discussed with Bob Almony. If this ever gets done, it was recommended that the fan controls be on the wall.

Emeritus Members

Jacinda would like to send a letter to the Library retirees to see if they would like to join in the Emeritus level of membership.

Next Meeting

The next board meeting will be on July 10th at 2:30 p.m. in the 4th Floor Conference Room.

Respectfully submitted,

Mark Ellis