

MISSOURI UNIVERSITY LIBRARIES STAFF ASSOCIATION

**Executive Board Meeting
October 10, 2000
2:30 – 4:00 p.m.
4th Floor Conference Room, Ellis Library**

Meeting Minutes

Present: Nicole Brown, Rachel Brekhus, Michaelle Dorsey, Mark Ellis, Karen Eubanks, Troy Gordon, Mary Hainen, Jacinda Johnson, Jessica Longaker, Kathy Peters, Dyanna Pursell, Sheila Voss

Not Present: Ruthe Morse

Previous Minutes

Minutes from the September 12 meeting were accepted as amended. July's minutes were also accepted, since they had never been officially accepted at previous meetings. One further amendment to August's minutes regarding copy service costs was accepted.

Reports

Social

Michaelle Dorsey reported that the Halloween party will be held on the morning of October 31. There will be no pumpkin painting for Second Chance. Help with putting together inexpensive grab bags was solicited. Bagels, fruit, cookies, cheese and crackers, and punch will be served at the party. Rachel and Nicole volunteered to bring items to the party.

The Thanksgiving party will be held November 16, in order to ensure that people absent from Ellis during the week of Thanksgiving will be able to attend. Mark Ellis will speak with Bob Almony about having Second Chance bring pets up for adoption into the Exercise Room during the party.

The News Notes will publish a list of needs for the no-kill shelter. Last year's donations netted \$186 over the 3-4 hours of the party.

Book Sale

MULSA board members are encouraged to work eight hours if possible as an example to other staff. Because several department heads have not been supportive of their employees volunteering to work at the sale, despite the decision, approved by the Library Council, to allow library employees eight hours to do so, Martha Alexander will be asked to contact department heads.

Treasurer

Jacinda Johnson noted that the MULSA budget still needs to be approved.

Community Service

Jessica Longaker will have more information by Halloween on the Adopt-A-Family for which MULSA has signed up. When the Bluebird Closet box gets full, Sheila Voss can email Jessica Longaker.

Courtesy

Dyanna Pursell reported that thank-you notes were received from Linda Lyle, Anne Edwards, and George Harris. Jerri Eldridge was sent a card on the occasion of her surgery.

Columbia Mall is now charging several dollars for gift certificates. After some discussion, the Board decided not to give any more Mall certificates as gifts, but to have the Courtesy Chair give a gift certificate from Walmart, Target or the University Bookstore, none of which charge for certificates.

Muse

The electronic Muse will be launched Friday, October 13.

Old Business

Web Page

Troy Gordon reported that the MULSA web page is now ready for posting. Lisa Corlee was given the showme account information for MULSA. She posted the page to a site that Mike Corlee created. Mark Ellis noted that he spoke to Lisa Corlee, who said that posting the site to the showme account might be difficult and take extra time, and that it would be better to wait for the new library server to be up.

There was a discussion, and it was decided that MULSA would like to post its page to the showme account in any case. Pages on the library server will be subject to restrictions on content and sites to which the page may link. Specifically, personal pages may not be linked to; since MUSE and possibly other MULSA functions foresee some reason to link to personal pages, the Board deemed it preferable to post the page on the less restricted showme server.

Troy Gordon will speak to Lisa Corlee about overcoming technical problems impeding the posting of the MULSA page on showme.

Candy Machine

The man who maintains the candy machine informed Karen Eubanks that someone is shaking the machine violently, probably at night, to get money to fall out. Karen Eubanks brought up this security issue with Bob Almony. He asked MULSA to consider locking the room and keeping the lounge clean ourselves. There was a discussion of options. The candy machine company has offered to weight the machine. Nicole Brown will approach Bob Almony about bolting the machine to the wall and changing the lock combination for the lounge, preferably annually.

Lounge Telephone

Weeding of the closet must proceed so that the closet may be used as a private space for telephoning. MULSA had received one objection to using the closet for this purpose, given that the exercise room could be used. There was a discussion. It was decided that the exercise room would be unsatisfactory for security and privacy reasons (the room cannot be locked, which is a problem, especially at night, and it would not provide a sufficiently private space for conversations). At the November meeting, the Board will discuss establishing a group of volunteers to weed/clean the closet.

Superstar Awards

Use of balloons with cards with Superstar Awards was discussed. A helium tank costs \$29.95. It was decided that cards would be decorated with ribbons instead of balloons.

New Business

Discussion about laws, university and library policy, and MULSA policy on the distribution of MULSA Executive Board meeting minutes. Although MULSA as a quasi –governmental group probably is not required to release minutes publicly under the Missouri Sunshine Law (Open Meetings Law), the Board considers communication with members to be a positive good. It was agreed that MULSA will post minutes, once accepted at the following meeting, to the MULSA web site. This decision will affect all minutes beginning with the year 2000. The procedure for publicizing minutes will be:

- 1) The Secretary will type up the minutes
- 2) The Board will ratify the minutes, as read or with amendments
- 3) The ratified version of the minutes will be sent to Mark Ellis for posting on the MULSA web page
- 4) Minutes will be archived in a clearly marked section of the MULSA web page.

Next Meeting

The next board meeting will be on November 6 at 2:30 in the 4th Floor Conference Room. Approving the MULSA budget will be the first agenda item.

Respectfully submitted,

Rachel Brekhus