

MU Libraries Staff Association
Annual Meeting of Membership
Ellis Library Staff Lounge
May 23, 2001

- I. Welcome and Introduction to MULSA
Nicole Brown, President and Rachel Brekhus, Vice President/President-Elect
- II. Annual Reports
 - Treasurer's Report *Jacinda Johnson, Treasurer*
 - Book Sale Chairs' Report *Troy Gordon; Read by Rachel Brekhus*
 - Community Service Chairs' Report *Jessica Longaker, Read by Rachel Brekhus*
 - Courtesy Chairs' Report *Dyanna Pursell*
 - Muse Editors' Report *Kathy Peters*
 - Social Chair's Report *Michaelle Dorsey*
 - Staff Lounge Chairs' Report *Karen Eubanks and Mary Hainen*
- III. Election of 2001-2002 MULSA Executive Board
Nicole Brown, Rachel Brekhus
- IV. Discussion of MULSA Scholarship
Rachel Brekhus, Marie Concannon

**MU LIBRARIES STAFF ASSOCIATION
TREASURER'S REPORT for April 2001**

5/1/01

Previous Checking Account Balance \$1759.42

Expenses Incurred:

Administrative	\$0.00
Courtesy	\$0.00
Gifts	\$0.00
Social Events (reserve picnic shelter)	\$35.00
Staff Room	\$0.00
Misc.	\$0.00
Total Expenses	\$35.00

Minus Expenses/Checking Account Balance \$1724.42

Income Collected:

Dues	\$0.00
Interest	\$2.67
Other Income	\$0.00
Total Income	\$2.67

Plus Income/Current Checking Account Balance \$1727.09

Savings Account Balance:	\$548.87
Plus Interest	\$0.70
Plus Deposit	\$0.00
Total Savings Account Balance	\$549.57

Submitted by:
Jacinda Johnson
MULSA
Treasurer,
2000/2001

**MU LIBRARIES STAFF ASSOCIATION
TREASURER’S REPORT for May 2001**

6/1/01

Previous Checking Account Balance \$1727.09

Expenses Incurred:

Administrative	\$0.00
Courtesy (sympathy flowers for Gary Cunningham)	\$25.00
Gifts	\$0.00
Social Events (Annual Meeting)	\$48.51
Staff Room	\$0.00
Misc. (postage stamps)	\$10.00
Total Expenses	\$83.51

Minus Expenses/Checking Account Balance \$1643.58

Income Collected:

Dues	\$44.00
Interest	\$2.50
Other Income	\$30.00
Total Income	\$76.50

Plus Income/Current Checking Account Balance \$1720.08

Savings Account Balance:	\$549.57
Plus Interest	\$0.68
Plus Deposit (Check from 2000 booksale)	\$4712.85
Total Savings Account Balance	\$5263.10

Submitted by:
Jacinda Johnson
MULSA
Treasurer,
2000/2001

Book Sale 2000

What happened with the books:

- 8 boxes of books sold to Nancy's Trade a Book
- 8 boxes of books sold to English Department
- About 1/3 of books were sold, remainder recycled.

In general, the sale totals were down about \$1000.00 from the 1998 sale, with a gross of about \$13,500.00. Not every year can be a record year. Final expenses from the sale are not in yet, but will probably be a bit higher than previous years because we paid Civic Recycling to haul off the remnants from the sale.

Staffing was adequate, if thin at times.

Evaluative Comments: The Good, The Bad and The Ugly

Good:

- Paying Civic Recycling to take the book remnants.
- Campus Movers loaded most books on Wednesday, had everything delivered by 10:00 AM Thursday
- Using the Field House
- Boxes to reshelve rejects as people sorted their books went well
- Movers moved most boxes Wednesday. This helped tremendously. All books were there by 10:00 AM. Work was mostly done by mid-afternoon.
- Recycling worked well. Need the full truck-sized bin (20 cubic yards??)

Bad:

- Staffing. Ended up having enough only because the movers finished early and some people stayed late or came in while off the clock. Please rotate the schedule before sales!!

Ugly

- Preview. It was poorly attended (< 10, mostly staff). Refreshments were untouched. Book dealers were irate, a few verbally abusive, and making calls to the Chancellor. MU Police were called. It was very bad PR for the library, while film crews were there. We strongly recommend against holding previews at the book sales in the future.

Suggestions for Future Sales:

Major:

The sale is normally a very positive thing for MU Libraries, as well as the Friends of the Libraries and the State Historical Society. The amount of money received, while nice for MULSA, is not the only goal of the sale. Most importantly for the MU Libraries, the sale promotes donations to MU Libraries and many of those donations and private libraries are later added to library collections, including some very significant titles which go to Special Collections. Problems recruiting people were partly because of staffing shortages in some areas and because of the difficulty of getting away from public service areas. Department heads can help by strongly encouraging staff to participate and working with public service staff to arrange time off the desk to participate. Departments need to work together on this!

Finally, the book sale has the potential to be much bigger if promoted strongly. Concurrent with that would be an evaluation of the sale and how to best structure it so it uses the least amount of library staff time while maximizing promotional exposure for MU Libraries. One idea is to hold mini sales more frequently (perhaps in the west concourse area), where book titles would be those of more interest to students, which do not patronize the current sales much. Such occasional sales might cater to on-campus users seeking popular material, while the higher-value items that draw vendors might be held back for the biennial event.

Minor:

- Should have a separate table with Friends of the Libraries information and a place they can join. This might work well beside the silent Auction tables so it is always staffed.
- Needed to clear the auction area of people when auction closed. Some books "disappeared" or were put out in error by trying to move without a full accounting. Must quickly move books out that did not sell so they can be purchased before \$1.00/bag starts.
- Must empty sale area of people before starting the \$1.00 per bag pricing. All piles of books must be reshelfed.
- Needed to have a better accounting of number of boxes in each category. Some were not counted this sale period, and it made apportioning the number of tables quite difficult. Plan on 3-4 boxes of books per table.
- Need to separate paperback from hardback fiction. Have a separate category for romance novels.
- Need to have clearer signs on the prices for books--paperbacks, etc., especially for the staffers checking out books.
- Have a secure room for purses, money.

Community Service Chairs' Report

In the past year, we collected 132 pounds of food in two food drives for the Central Missouri Food Bank. Jessica Longaker sent 9 boxes of clothes to the Bluebird Closet, which provides clothes, toys and toiletries to underprivileged children in rural Missouri.

The relationship between MULSA and the Second Chance no-kill animal shelter remains strong. MULSA members adopted several pets from the shelter and contributed in-kind donations of pet supplies.

Funds were raised to provide Christmas gifts to a needy family in Columbia.

ANNUAL STAFF ROOM CO-CHAIRS REPORT FOR 2000-2001

The major highlights of the year consisted of the installation of our cordless telephone and the remodeling of the sink area, both of which were provided by Ellis Administration.

As usual the candy machine was a major pain in the you-know-what, partly because its an old, dilapidated, out-of-date, useless piece of equipment, but also because its been abused by numerous break in and/or shake em up attempts. But even though we have installed a 300 lb weight, its contents have remained an object of desire.

On the lighter side of things we did purchase a few new dishes, silver ware, a hand held vacuum, and an unGodley amount of papers napkins as well as dish soap sponges papers towels and other incidentals.

Money Matters

We gave out \$45.15 to 45 people in snack refunds and \$8.00 to 8 people in drink refunds.

We collected \$77.21 in can deposits and currently have a balance of \$26.03

We find it curious that after our term has expired. It now takes at least 5 people to replace us. Good luck to you one an all!!!!

Respectfully submitted

Mary (money bags) Hainen

Karen (dish rag momma) Eubanks

The Muse

The Publication of the MU Libraries' Staff Association
Co-Editors: Sheila Voss and Kathy Peters

Volume 47
2000-2001 Annual Report

Sheila Voss and Kathy Peters, this year's co-editors, enjoyed producing *The Muse* for 2000-2001. We published four issues in total: the Halloween Issue, the Winter Magic Issue, the Spring Fancy Issue, and the Summer Fun Issue.

All issues of *The Muse* were published online this year. The online format took the place of the traditional print edition. All MULSA members were notified, via email, each time a new issue was launched. *The Muse* index page, which includes links to this year's issues, is linked to the MULSA Web Page. The URL's for these two pages were included in the last two email messages to MULSA members. The MULSA Web Page is accessible to all staff members. In addition, one print copy was made available at the TRSS Front Desk.

Several factors were considered in the design of *The Muse*. We received requests for print archival copies from three different campus locations: Special Collections, State Historical Society, and University Archives. We designed *The Muse* so that we could accommodate those requests. We also designed *The Muse* so that, if necessary, individual articles could be printed.

The change in format resulted in significant savings to MULSA. Last year, *The Muse* cost \$283.60 to produce. This year, the cost to MULSA was \$11.88.

The editors would like to thank everyone who contributed information, ideas, and technical assistance to make *The Muse* a success. We would also like to thank the MULSA Executive Board for procuring a space on the Showme server, making it possible to bring *The Muse* to you online.

Respectfully Submitted,



Sheila Voss
VossS@missouri.edu



Kathy Peters
PetersK@missouri.edu

Social Chair report spanning 2000/2001

Although the weather didn't cooperate, the picnic was fairly well attended. Ruthe Morse, Nicole Brown, Jennifer Smith and I made pinatas for the children. Ruthe apparently makes a solid piñata. The children couldn't make a dent. Troy Gordon was called upon to strike the first blow. The children took an instant liking to Troy. Inside the piñata were, among other things, water guns and bubbles. Needless to say, Troy was soaked to the skin by the time the picnic wound down.

Concerning practical matters, MULSA provided the drinks, meat and tableware. I want to think the hearty souls who braved the unseasonable cool weather to celebrate summer with MULSA. The theme of said picnic was frugality. We managed to shave a considerable amount of expense off the total cost, at least in comparison with past years.

MULSA put on a traditional Halloween Bash with all the ghoulish necessities. The party was well attended.

The thanksgiving party turned out to be a bountiful feast. Columbia Second Chance attended the festivities for the second year. Library staff members adopted one kitten and one puppy. In addition, many staff members gave money and items to CSC.

The Christmas party was held in the atrium this year. There was plenty of food to be had by all. Several people from other branches and the depository showed up to celebrate with the Ellis Staff. People lingered for several hours, talking and enjoying the food.

Valentine's Day party. . .

I would like to think the people who helped me with party preparations both before and after the events. Special thanks go to Karen Eubanks (who knows everything there is to know about being social chair) and Ruthe Morse (who quietly but competently lent a hand at many of the parties).