

University of Missouri Libraries Staff Association  
Executive Board Meeting  
November 8, 2007  
1:30 pm- 2:30 pm  
Reference Conference Room

**Present** – Adrienne Arden, Michelle Baggett, Jack Batterson, Steve Clayton, , Karla Geerlings, Tammy Green, Ruthe Morse.Wayne Sanders, and Michael Spears.

**Absent** - Rachel Brekhus, Mark Ellis, Mary Hainen

**Staff Lounge:**

Please see the separate report.

Adrienne tried to contact the vendor about the juice that is about four months old.

**Book sale:**

Please see the separate report. The next sorting will take place on Dec. 8<sup>th</sup> at 4C51A

**Family:**

This year the MULSA Board is sponsoring two families: Tina and her children (Larry, Andrea, Adrian, Vernice and Lamar); and Shiquila and her children (Travis, Deontral and Briana). The delivery date is December 11th, which means all donations need to be given to Ruthe by Dec. 5<sup>th</sup>.

The Board agreed to give \$150 to the two families this year. The announcement encouraging donations will be going into the NewsNotes. People can also indicate on MULSA's website what they would like to donate.

**Social:**

Karla will be putting the Thanksgiving Dinner announcements in the Library's NewsNotes and the Student Corner. There will be a food drive, and the dinner will be cost \$5.00. Students can join MULSA for \$2 and eat dinner for \$2.00

Holiday Party: Karla is looking for plastic ornaments for the tree, and she is looking for someone to be Santa. The holiday party is on December 20, 2007, at the west entrance. Karla and Tammy will select a date for the caroling, and this date will be after stop day.

**Treasurer:**

Mark got a new bank CD that was at a better rate. Jack will find out exactly what Mark bought. The Board agreed that Mark should have access to MULSA's web site.

**Community:**

There was further discussion about the food pantry vs food bank idea. Steve will ask more questions to see which one we should use.

Respectfully submitted,

Jack Batterson  
Secretary

MULSA Courtesy Chair Report

November 2007

Sympathy Card to Adam Banning – death of father

Get Well Card to Michael Bland – surgery

Baby Card to Karen Witt

Respectfully submitted,

Delores Fisher

Social Chair Report  
November 9, 2007

Halloween Party

The Halloween Party was a great success, with high attendance. The only disappointment (besides Michelle not being able to attend due to injury) was that no one entered the pumpkin-decorating contest. The prize was given to the person dressed most like a pumpkin instead: Kathy Peters.

There were several entries into the tombstone competition (thanks for the idea and execution, Adrienne), though most seemed to need some time to consider their ideas as nearly all entries were submitted a day or two before the party.

Thanks to all who helped organize, decorate, set up, judge, clean up and un-decorate!

Thanksgiving Feast

Jack's Gourmet is on schedule to provide us with the same menu we got last year: 60 servings each of turkey (5 oz.), mashed potatoes, gravy, dressing, rolls, butter and green bean casserole. They will also provide plastic ware, plastic cups and paper napkins. We asked them not to provide plates as they are Styrofoam. We will purchase sturdy paper plates later this week.

An announcement has been prepared and submitted to News Notes and to the Student Corner. An invitation flyer has been created and will be printed this evening for surface mailing to retirees before the week is out. Ruthe has sent an electronic version of this invitation to the retirees email list. We will post it to all staff via the staff distlist next week as a reminder.

We need to begin set-up about an hour and a half to hour before lunch is served (10:00 or so). WE WILL NEED ABLE BODIES TO MOVE TABLES! There are also tablecloths, drinks, table decorations, dishes to get out and supply with service pieces, etc. Any and all hands which can be freed up for this task will be appreciated.

If you can't help with the set-up (and even if you can) there's always the clean-up at the end. We'll need to repack food and put it away, move tables back, put away *some* decorations and wash dishes.

Winter Holiday Party

The date for the Winter Holiday Party is Dec.20, 4:00 to 6:00. In the past we have provided light sandwiches and beverages and asked others to bring holiday treats to share. Is this what we want to do this year?

A visit from Santa: any volunteers for Santa?

Respectfully submitted,

Karla Geerlings & Michelle Baggett  
Social Co-Chairs

## STAFF LOUNGE REPORT

OCTOBER 2007

The Halloween Party was held in the lounge on the 31st. The MULSA bulletin board was used for the Tombstone Territory contest. The items on the bulletin board will be replaced. I filed a complaint with Theresa Vest regarding the ongoing problem of expired juices in the beverage machine. A request was placed with Security for paper towels, which resulted in a large box of the brown paper rolls that are dispensed from the new units that have been installed in the building. There are no more single sheet towels and no plans to get more. I have written to Bob Almony requesting a new dispenser.

Supplies purchased for the Staff Lounge:

2-pack of PUR water filters: \$24.71

We have lost one of our Monday cleaning volunteers, Karen Eubanks, due to workload in Circulation. If anyone wants to alternate Mondays with Mary Hainen, or knows someone else who would be willing to do it, please get in touch with me!

The Staff Lounge All Volunteer Esteemed Scrubbers (SLAVES!) have kept our lounge sparkling this October. Thanks to all.

Monday:	Mary Hainen and (vacant)
Tuesday:	Tammy Green and Colleen Smith
Wednesday:	Cindy Cotner
Thursday:	Rachel Brekhus and Amy Lana
Friday:	Adrienne Arden

Respectfully submitted,  
Adrienne Arden

## MULSA Meeting

Meeting on November 8, 2007

Treasurer's Report submitted December 13, 2007

**New Covenant Fund** as of 10/11/07: shares = 241.282; price = \$20.82; value= \$5,023.49

**Membership renewals:** 0 renewals since last report.

### **Personal Investment Savings**

Starting Balance (8/24/07)	\$1,357.66
Interest (9/27/07)	<u>\$0.98</u>
<b>Ending Balance=</b>	<b>\$1,358.64</b>

### **Checking Account**

**Starting Balance=** **\$ 3,180.96**

#### **Deposits:**

11/8/07 Garage sale(s) + Lic. Plt \$ +256.55

**Total Deposits.....\$ 256.55**

#### **Withdrawals:**

10/24 Garage Sale ads -40.00

11/8 Halloween party spls -49.95

**Total Withdrawals..... \$ -89.95**

**Ending Balance=** **\$ 3,247.56**

### **Certificate of Deposit with Commerce Bank**

Issue Date:	9/22/06
Term:	13 months
Principal Amount:	\$4,162.57
Maturity Date:	10/22/07
Paid out on 10/22/07	\$4,401.84
Interest until 11/8/07	\$7.16
Issue Date	11/8/07
Principal Amount:	\$4,409.00
Maturity Date:	6/8/08
Rate :	4.75 %

### **Certificate of Deposit with Commerce Bank**

Issue Date:	7/20/07
Term:	11 months
Principal Amount:	\$2,000.00
Maturity Date:	6/20/08

Respectfully submitted by Mark Ellis, 12/13/07

## MULSA Book Sale Report – Nov. 7, 2007

BetterWorldBooks has a new reporting system for tracking sales:

Sales By Suffix (L265 & L265A)							
Year	Month	Gross Sales	Refunds/ Cancellations	MarketPlace Commission	Net Sales	NPLP Commission	Client Commission
2007	(5 months)	\$256.76	\$0.01	\$38.51	\$218.24	\$24.00	\$13.10
	JULY	\$25.70	\$0.00	\$3.85	\$21.84	\$1.99	\$1.93
	AUGUST	\$51.29	\$0.01	\$7.69	\$43.59	\$5.42	\$1.68
	SEPTEMBER	\$138.24	\$0.00	\$20.74	\$117.50	\$12.40	\$7.84
	OCTOBER	\$35.62	\$0.00	\$5.34	\$30.28	\$3.95	\$0.89
	NOVEMBER	\$5.92	\$0.00	\$0.89	\$5.03	\$0.25	\$0.75
	Totals	\$256.76	\$0.01	\$38.51	\$218.24	\$24.00	\$13.10

Please remember the above totals include the \$40.62 received from Better World Books for sales through the second quarter of 2007.

### 1 Total Payment(s)

Date Paid	Check Number	Description	Amount
06/30/2007	23056	Q2 2007	\$40.62
<b>Totals:</b>		<b>1 Payments</b>	<b>\$40.62</b>

A work day to sort and package books for BetterWorldBooks, as well as recycle materials was held Saturday, Nov. 3<sup>rd</sup> from 10:00 AM to 2:00 PM. We now have approximately 45 boxes of picked over books ready to be shipped! Thanks to Karla Geerlings & Rachel Brekhus for their assistance.

Ruthe & Wayne