

## **MULSA Meeting**

October 8, 2011

**Attending:** Karla Geerlings, Rachel Brekhus, Kris Anstine, Jack Batterson, Ruthe Morse, Adrienne Arden, Steve Clayton, Delores Fisher, Ruth Feldkamp, Jerri Eldridge & Tammy Green

### **Reports:**

Secretary—previous minutes accepted

Treasurer—see report

Book Sale Chairs—see report

- Proposal submitted to Pat Jones, Bldg. Coordinator, to use the stand-alone book drop for contributions to the sale

Community Service Chair—no report

Courtesy Chair—no report

MUSE Chairs—

- New MUSE co-chair has been found, Abbie Brown
- Still behind in loading pictures from past picnics

Social Chair—see events calendar

- Halloween party on Oct 31; invitation has been sent out; costume & pumpkin contests to be held
- Thanksgiving luncheon to be held Nov 17; still need to call Jack's Gourmet
- Holiday party on Dec 16; will include food drive contest

Staff Room Chair—see report

- Forgot to add tax of \$5.25 to expenditure list;

President/VP—see report

- Missing puzzles were found; decided to replace puzzles rather than give a dollar amount
- Question about replacing Board members who leave; President may pick a replacement without a new election

**Old Business:**

- Talked about purchasing a water filter; one found for about \$30.00; easy to know when to change filter; filters can handle about 200 gallons water; aerator attachment; not sure of cost on filters
- Missing ceiling tile due to fire will be replaced; lounge on bottom of list

**New Business:**

- None

**Next Meeting**—November 10, 2011 at 2:00 PM in 159 Ellis Library

**\*\*Meeting changed to Nov. 8, 2011 at 3:00 PM, same place\*\***

MULSA Meeting  
Meeting on: Oct. 13, 2011  
Treasurer's Report submitted: Oct. 13, 2011

|   |                                 |
|---|---------------------------------|
| Checking balance:                         | \$2,944.72 (10-13-2011)         |
| Savings account (0.10%)                   | \$4,172.05 (10-13-2011)         |
| CD #1:                                    | \$2,500.00 (10-13-2011)         |
| CD#2:                                     | \$2,530.04 (10-13-2011)         |
| <u>New Covenant Balanced Income Fund:</u> | <u>\$10,656.06 (10-12-2011)</u> |
| Total balance:                            | \$22,802.87 (10-13-2011)        |

Income:

|                            |          |
|----------------------------|----------|
| 9-22-11 Mutual fund income | \$74.36  |
| 9-30-11 savings interest   | \$0.34   |
| 10-3-11 Amazon book sales  | \$336.97 |
| Total Deposits.....        | \$411.67 |

Expenses:

|  |          |
|--|----------|
| #1317 Adrienne Arden Staff lounge supplies               | \$74.23  |
| #1318 Rachel Brekhus Spotlight awards                    | \$271.30 |
| #1319 Delores Fisher for birthday cards (CurrentCatalog) | \$48.46  |
| #1320 Ruth Feldkamp for New staff tea party              | \$46.21  |
| #1321 Ruthe Morse for New staff tea party                | \$14.52  |

|                      |          |
|----------------------|----------|
| Total expenses ..... | \$454.72 |
|----------------------|----------|

**Bold check** numbers are checks that have not been cashed.

Certificate of Deposit with Commerce Bank

|                   |                   |
|-------------------|-------------------|
| Issue Date        | 09/27/2011        |
| Term:             | 1-year            |
| Principal Amount: | \$2,530.04        |
| Maturity Date:    | <b>09/27/2012</b> |
| Rate :            | 0.25%             |

Certificate of Deposit with Commerce Bank

|                   |            |
|-------------------|------------|
| Issue Date        | 03/25/11   |
| Term:             | 1-year     |
| Principal Amount: | \$2,500.00 |
| Maturity Date:    | 03/25/2012 |
| Rate :            | 0.30%      |

New Covenant Fund (Balanced Income fund- Ncbix) as of Oct.12, 2011:

Number of shares = 587.111

Price per share = \$18.15

Value= \$10,656.06

Notes:

The CD renewed on Sept. 27, 2011 at 0.25% interest. The total CD renewal amount was \$2,530.04. We got \$2.52 in total interest in last six months at 0.20%. We created two CDs at once the last time and we made one of them 6-months and the other 1-yr. Now we are renewing each one for 1-year so the maturity dates are six months apart.

Note that the interest rates are falling. We might want to consider at some point getting a 5-year CD that would pay about 1% interest at Commerce Bank. Those of you in need of higher income can get 1% now on the Discover Bank online money market account.

Banks are starting to charge monthly debit card fees. Commerce Bank has no plans at this time to start a new \$5 monthly debit card or credit card fees.

The mutual fund paid a .12755526 per share dividend on Sept. 22. Total income from the dividend was \$74.36 and the money was reinvested to buy 4.168 new shares at \$17.84. I am starting to report the mutual fund dividends as income, and I will revise previous reports to include this extra information.

#1317: Purchases at Wal-Mart were: Cookware for the staff lounge (\$49), Dawn dish soap(2) at \$2.83 each, Dish cloth at \$1.88, white vinegar at \$1.78, salt at \$0.58, pepper at \$3.12 and Napkins (2) at \$3.48 each.

#1318: The check to Rachel was for several months of Spotlight award prizes: Oct 2010 (Mary Amann, and Karla Geerlings), Nov 2010 (Sharon Gaughan), Dec 2010 (Mark Ellis), Feb. 2011 (Wayne Barnes and David Truesdell), March 2011 (Jackie Blonigen and Mary Aycok), April 2011 (Billi Heater and Kelli Hansen), June 2011 (Sheila Voss), July 2011 (Deb Ward), August 2011 (Matt Stottle), and Sept. 2011 (Rebecca Schedler)

#1320: Items include tea bags from Bookmark café and items from Sams club: Deli spirals (2) at \$10.88 each, mini pastry (\$6.98), and brownie (\$6.32)

#1321: Items from Sams Club: Biglow tea (\$8.12) and from Walmart: Orange lights (\$3.47), tissue paper (\$0.97), and candy (\$1.96)

Jack Batterson – 10-13-11

## Booksale Report

September 2011

Booksale was closed down for three weeks due to the fire in Digi Print and other departments. Shelves were dusted and no lost or damage to books occurred. Floor is tacky until new tiles are laid.

Shipped 9 boxes of ARC materials to Better World Books

Started marking paperbacks to 50cents and leaving in booksale area for an extra week

We are putting out between 175 to 200 books per week.

Proposal for use of bookdrop submitted to  
Pat Jones / Bldg coord.

Submitted by,

Jerri Eldridge and Kris Anstine

MULSA  
SOCIAL  
EVENTS  
for  
2010/2011

| SEPTEMBER  |               | 2011                                   |          |
|--|---------------|--|----------|
| <div>EVENT 1</div> <div>New Staff Tea<br/>Thu. 15th<br/>2:30-4:00 pm</div>           | Vendor        | Products                               | Cost     |
|  | Sam's         | deli spirals & baklava (2 pkg. each);  | \$ 44.88 |
|  | Wal-Mart      | ; Red Hots & Hot Tamales (1 pkg. each) | \$ 6.40  |
|  |               |  | \$ -     |
|  |               |  | \$ -     |
|  |               |  | \$ -     |
|  | Bookmark Café | assorted teas                          | \$ 9.45  |
|  |               |  | \$ 60.73 |
|  |               |  |          |
|  |               |  |          |
| <div>EVENT 2</div> <div>Halloween</div>  | Vendor        | Products                               | Cost     |
|  |               |  | \$ -     |
|  |               |  | \$ -     |
|  |               |  | \$ -     |
|  |               |  | \$ -     |
|  |               |  | \$ -     |
|  |               |  | \$ -     |
|  |               |  | \$ -     |
|  |               |  | \$ -     |
|  |               |  | \$ -     |
| <div>EVENT 3</div> <div>Parties</div>  | Vendor        | Products                               | Cost     |
|  |               |  | \$ -     |
|  |               |  | \$ -     |
|  |               |  | \$ -     |
|  |               |  | \$ -     |
|  |               |  | \$ -     |
|  |               |  | \$ -     |
|  |               |  | \$ -     |
|  |               |  | \$ -     |
|  |               |  | \$ -     |
| MISC. ACTIVITIES   |               |  |          |
|  |               |  | \$ -     |
|  |               |  | \$ -     |
|  |               |  | \$ -     |
| Total spent for this month   |               |  | \$ 60.73 |
| Cumulative spending for 2011/2012  |               |  | \$ 85.81 |
| NOTES: Felicity gave us her ALA swag to give to the new and transferred staff (16!). |               |  |          |



# STAFF LOUNGE REPORT

September 2011



Compared to several other areas of the library, the Staff Lounge sustained less damage from the arson and vandalism perpetrated against Ellis Library on September 10. Lounge damage consisted of several waterlogged ceiling tiles that collapsed on tables, counter, and floor. Gaps remain in the ceiling awaiting tile replacement. Some tiles were stained, but did not collapse.

Two events took place in the Lounge in September: The annual New Staff Tea and the United Way Pledge Campaign. This year, the Libraries had a number of new employees who were feted at the New Staff Tea that approximately 35 people attended.

Upon the death of our Pur water filtering device at home, we installed the DuPont 200 gallon per cartridge system that has been discussed by the MULSA Board for use in the Lounge. This system is superior to our previous one. The 200 gallon capacity doubles the time between cartridge changes, and there's a readout on the front of the unit that informs you of how many gallons have been used—no more sudden surprises when the unit just quits working. This unit also has a built-in aerator for the unfiltered water, which prevents splashing. We may want to seriously consider installing this unit in the Lounge.

No word yet from Pat Jones on whether the University Plumbers will install a tankless water heater (as they did in Physical Processing) and if so, what the cost to MULSA would be.

Supplies purchased for the Staff Lounge in September:

|                          |         |
|--------------------------|---------|
| Napkins (3 pkgs.):       | \$ 6.96 |
| Dish liquid (2 bottles): | 5.66    |
| Cookware:                | 49.00   |
| Dish cloths:             | 1.88    |

|          |             |
|----------|-------------|
| Vinegar: | 1.78        |
| Salt:    | .58         |
| Pepper:  | <u>3.12</u> |
| Total:   | \$74.23     |

Tax  
5.25

Thanks to the volunteer cleaning crew who kept our Lounge sparkling this month!

Respectfully submitted,  
Adrienne Arden

Water Filter <sup>agreed</sup> suggestion - about \$30.00  
- has a read out for easy decision as  
to when to change it.  
- 200 gals per min  
- aerator attachment  
- # on filter is not known



## Green, Tammy

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**From:** Brekhus, Rachel L.  
**Sent:** Thursday, October 13, 2011 1:42 PM  
**To:** Batterson, Jack A.; Anstine, Kristopher L.; Arden, Adrienne J.; Aycock, Mary; Brown, Adelaide B.; Feldkamp, Ruth E.; Fisher, Delores A.; Eldridge, Jerri R.; Geerlings, Karla L.; Morse, Leona R.; Marshall, Karen K.; Schmick, Darell D.; Clayton, Stephen P.; Green, Tammy  
**Subject:** VP Report (lots of ward stuff!)

### VP Report:

I attended the session about the Missouri Book Challenge at MLA. We are not participating at nearly the level of some of the public libraries but our participation rates are consistent with other academic libraries. After the presentation, Debbie Luchenbill expressed interest in joining our team. I added her name to the blog today. The supply of prizes has been augmented from the contents of the vendor displays at MLA.

The August and September Spotlight Awards have been presented, to Matt Stottle and Rebecca Schedler, respectively. The October award has not yet been presented.

Rachel

### -----Original Message-----

**From:** Batterson, Jack A.  
**Sent:** Thursday, October 13, 2011 1:10 PM  
**To:** Anstine, Kristopher L.; Arden, Adrienne J.; Aycock, Mary; Brown, Adelaide B.; Feldkamp, Ruth E.; Fisher, Delores A.; Batterson, Jack A.; Eldridge, Jerri R.; Geerlings, Karla L.; Morse, Leona R.; Marshall, Karen K.; Brekhus, Rachel L.; Schmick, Darell D.; Clayton, Stephen P.; Green, Tammy  
**Subject:** Treas. report for Oct. 2011

I have more notes at the end of my report this time. I will print only four copies of this report for the meeting today.

Thanks,  
Jack