

PNC/MLA Board Meeting, October 8, 2010

Start Time: 1:15 pm Pacific	End Time: 9:50 PM Pacific
Location: Hotel Monaco, Portland, OR PNC/MLA Website Bylaws MAP	
Members Present: Noelle Stello, Chair Judith Hayes, Treasurer Valerie Lawrence, Recording Secretary Rose Relevo, Chapter Council Representative Todd Hannon, Chapter Council Alternate Kathy Murray, Past Chair Leilani St. Anna, Ex-Officio as Chair, Publications Cte. Laurel Egan, Chair Elect	
Members Absent: Sally Bremner, Membership Secretary (present for selected agenda items via phone)	

Agenda Item	By	Discussion	Follow-up/Action	Responsibility/ Deadline
I. Call to Order	Noelle Stello			
II. Review and approve minutes of August 17 Board meeting	Board	Minutes of the August 17 meeting were unanimously approved as written.		
III. Additions to the Agenda		No additions to the agenda		
IV. Executive Board reports				
A. Treasurer's Report	Judith Hayes			

and Treasury-related issues				
i. Revised 2010 Budget		See reports. Year-to-date income and expenses are approximately as projected.		
ii. Historical budget data		<p>Comparison of profit/loss statements 2002-2009. Treasurer's reports from previous years are now up on the Chapter website.</p> <p>Group purchasing coordinator position expenses and income from institutional memberships are approximately even. Historically this was the intent of the institutional membership. However, the entire institutional membership income is funding the Group Purchasing Coordinator position – none of it (i.e. the \$25 individual member portion of the institutional dues) is going toward other chapter expenses.</p> <p>Chapter Council Representative funding - \$1000 has not historically been fully reimbursed to the Representatives. Both Representatives are expected to attend all Chapter Council meetings.</p>	<p>Ask Janet Schnall to pull 2004 and 2005 Treasury data and add to comparison</p> <p>Discussed further in item V. C. – Group Purchasing report below</p> <p>Budget to fund Chapter Council Representative and Alternates at the full \$1000 each for 2011 and subsequent budgets.</p>	<p>Judith Hayes</p> <p>Board / Judith Hayes</p>
iii. Promotion/mini-advocacy grants – 2011 funding potential		Tabled until we know more about final income figures for 2010.		
B. Membership report	Sally Bremner	See committee report submitted.		
i. RegOnline – membership system evaluation		RegOnline fees average out to approximately 4% for all membership income (individual and institutional) effectively decreasing the amount of member dues available to the Chapter to use for Chapter expenses.	Survey and educate members regarding RegOnline, costs, benefits, and how to use	Sally Bremner

		<p>Further, RegOnline charges fees for every transaction, including income and refunds</p> <p>RegOnline is also proving to be difficult to work with, particularly for membership, and has caused a lot of frustrations for Sally as well as for Heather, who has been working with it for the Chapter meeting.</p>	<p>it effectively</p> <p>Technology Committee to investigate other membership management systems and report back to Board</p>	<p>Noelle will contact Hope Leman</p>
V. Committee Reports				
A. Archivist	Janet Schnall	See report.		
B. Bylaws	Jan Schueller	<p>See report.</p> <p>MLA Headquarters has indicated our Membership categories should be in a separate document and not incorporated into the Chapter Bylaws. Most other Chapters place this kind of information in their Procedures Manuals but creating a standalone document is also an option, as is simply listing them on the membership form as is done now.</p>	<p>Change the Bylaws to remove the Membership categories and reflect their new location; submit changes to MLA Bylaws Committee</p> <p>Create a new document containing the Membership categories, and submit the document to be posted to the Chapter website.</p>	<p>Jan Schueller</p> <p>Kathy Murray</p>

C. Group Purchasing	Pam Spickelmeier	<p>Pam reported the results of the Group Purchasing survey to PNC members. One surprising result was the number of respondents who appeared to be unsure whether or not their purchases were made as part of the Group Purchasing process.</p> <p>Because renewals of licenses originated through the Group Purchasing agreement are done on an institution by institution basis, the committee does not have a centralized way to know if the prices being offered on renewal remain favorable to member institutions.</p> <p>The committee feels that if the agreements are to continue, a coordinator is required. Pam suggested that the process has become too complicated and too decentralized to maintain.</p> <p>Because there have been so many changes in coordinators, the organization cannot reconstruct much of the relevant historical data from the program.</p> <p>It seems apparent that the group purchasing model as it was originally developed is no longer viable.</p>	<p>Develop a new model for group negotiation process, including criteria for resource inclusion and discounts</p> <p>Reassess group negotiation model based on information gathered by Laurel</p>	<p>Laurel Egan will have information to report and discuss at the December Board meeting</p> <p>Board</p>
D. Governmental Relations	Bob Richart	See report.		

E. Mentoring & Recruitment	Dolores Judkins	See report.	<p>Ask Dolores and committee for dates, timelines, and responsible parties to complete the committee report.</p> <p>Enhance student-focused information on the Chapter website (student membership, profession information, making connections)</p> <p>Contact library schools to promote health sciences librarianship and PNC/MLA, including student memberships</p> <p>Contact Portland SLA chapter to investigate outreach opportunities</p> <p>Contact Sherrilynne Fuller about outreach through the UW iSchool</p>	<p>Noelle Stello</p> <p>Leilani St. Anna</p> <p>Sally Bremner</p> <p>Todd Hannon</p> <p>Kathy Murray</p>
F. Nominating & Elections	Kathy Murray	<p>See report.</p> <p>This year's ballot was sent to Chapter members using</p>		

		the RegOnline mailing list rather than posting to HLIB.		
G. Professional Development	Chris Shaffer	<p>CE enrollment was “abysmally” low this meeting, and by the cancellation date only one class had enough enrollment to be offered. CE enrollment has been slowly trending downward over the past several years. The one really expensive class to be given by the “headliner” instructor was canceled and as a result of that, CE for the meeting will just about break even. Total attending CE classes is approximately 25 compared to more than 100 registered for the meeting.</p> <p>Laura Zeigen and Hope Lemman want to pursue development of distance education – should the PD committee go in this direction; what financing etc.? Would this meet the CE needs of the chapter?</p>	<p>Investigate drop in CE enrollment (charge CE committee to investigate?)</p> <p>Place on agenda for a future Board meeting</p> <p>Informally survey membership at Chapter business meeting regarding CE</p> <p>Submit a proposal, projected budget</p>	<p>CE Committee</p> <p>Board – December meeting</p> <p>Chris Shaffer</p> <p>Technology Committee / Hope Lemman with backing of PD Committee / Chris – submit by mid-November</p>
H. Publications	Leilani St. Anna	<p>See report.</p> <p>Blog posts are not easy for members to access because links are not always sent out live; blog post titles are also often quite long and this makes it difficult to cut-and-paste to links.</p> <p>As a fiscally responsible move, it may no longer be necessary for the Publications Chair to attend every Board meeting in person as an ex-officio member</p>	<p>Encourage more concise titles; notify Hope Lemman</p>	<p>Noelle Stello</p>

		since there is no longer a published newsletter. It may be of value to the Board to transition this position to a historical liaison.		
I. Technology	Rose Relevo	See report. Sauerkraut is better for digestion than Activia. The Board cannot be held culpable for this result.		
VI. Old Business				
A. Review of changes to the Responsibility Manual	Noelle Stello	Changes are still not forthcoming from Committee Chairs. Committee reports that are given at the Chapter business meeting should be submitted to the Chapter Chair, Archivist, and Publications Chair.	Continue to contact Committee Chairs requesting updates to their sections	Noelle Stello
VII. New Business				
A. Files feature eliminated from Google Groups	Noelle Stello	The Board needs to find other options to replace the Files sharing function in Google Groups.	Research different options including Google Sites vs. Google Docs; check with Alison Aldrich; put a message on HLIB asking for ideas; and report information gathered back to Board Assess and remove superfluous files currently on the PNC Board's Google Groups site	Val Lawrence All Board members
B. Technology				

Committee next project				
C. Dues Increase	Board	Discussion from item IV. B. i. carried over – dues income is not keeping pace with general expenses even aside from RegOnline fees; Board has discussed dues at past meetings this year. Chapter general expenses should be primarily covered by membership dues.	Add dues increase to Chapter meeting agenda Send a ballot to members via SurveyMonkey	Noelle Kathy Murray
VIII. Annual Meeting updates				
A. 2010 – Portland	Todd Hannon	The financial picture for the meeting looks positive. Sponsorship totals are about half what they were for last year’s meeting.		
B. 2011 – Boise	Liisa Rogers	Likely dates for the meeting will be October 14-17 and it will be held at the Grove Hotel in downtown Boise	Communicate with the committee about profit goal for meeting	Noelle Stello
C. 2012 – MLA in Seattle; probably CE only in the fall				
D. 2013 – Montana	Kim Granath			
E. 2014 – ???			Follow up to see if Vancouver, BC is an option	Kathy Murray
IX. Adjourn				
The October 8, 2010 Board meeting was adjourned at 9:50 pm Pacific Time. Val will post the minutes to the Board Google Group website.				