

**Indiana University Librarians' Association (InULA)
Joint Executive Board Meeting
Sept. 10, 2010**

Present: Chanita Bishop, Representative-at-Large
Wookjin Cheun, Treasurer
Wendell Johnting, Secretary
Jennifer Laherty, Vice-President/President-Elect
Sherri Michaels, Past President
Steve Miller, President
Kate Moore, Representative-at-Large (by phone)

The meeting began at 1:30 p.m. in Room 252E of the Wells Library, Bloomington.

1. President Miller sought approval of the May 11, 2010, Business Meeting minutes. The minutes were approved by those present, pending spelling corrections, and Jennifer requested posting them on the InULA website.
2. WookJin gave the Treasurer's Report. The attached report he circulated gives a summary of the April-July 2010 monthly financial activity, including the status of the three I.U. Credit Union accounts InULA maintains and major payments from that period. WookJin stated that we have activated a PayPal account, but it has yet to be used. Proceeds from the book sale were \$3,600. Membership dues and donations to date are \$837, with 63 completed membership application forms received by him to date. The membership dues amount to \$472, with \$365 in donations.
There was discussion about moving the current Treasurer's web form for membership and dues/donations to an Excel spreadsheet which can be posted to the IU Libraries Intranet, populated from the completed membership applications. This would allow more complete information to be added than appears on the web form.
3. Steve requested that an auditor be chosen to audit the financial records for the 2009/2010 membership year. The person chosen cannot be a current Board member. After some discussion, the group suggested that Lynda Clendenning be contacted to see if she would serve in this capacity, with Lou Malcomb to be contacted is Lynda can't do so. The InULA Bylaws state that the auditor's report be received by the Board no later than September 15, and voted to be accepted by October 1. Since Lynda will be contacted this Monday, the Board approved some "slippage" for these dates.
4. The Board next discussed committee assignments for the upcoming membership year, as well as the charge to each committee and its

budget. The following are the suggestions everyone agreed to; a note will be sent to each person requesting that they serve.

- **Book Sale Committee**

- Bob Noel, chair (2010-2011)
- Gary Charbonneau (2010-2011)
- Anne Haynes (2010-2012)
- Wookjin Cheun (2010-2011)
- Virginia Dearborn (2010-2012)
- Lori Dekydtspotter (2010-2012)
- Sherri Michaels (board liaison)
- **Charge: This committee shall organize a book sale, normally held in conjunction with National Library Week.**
- **Budget: \$300.**

- **Constitution and Bylaws Committee**

- Wen-Ling Liu, chair (2010-2011)
- Denise Steumpfle (2010-2011)
- Gary Charbonneau (2010-2012)
- Wendell Johnting (board liaison)
- **Charge: This committee shall consider proposals for amending the Association's Constitution and Bylaws, and shall present such proposals to the membership for approval as specified in Article VII of the Constitution. The committee chairperson shall also perform the duties specified in Article VIII of the Constitution.**
- **Budget: none**

- **Grants & Scholarship Committee**

- Lynda Clendenning (chair) (2010-2011)
- Mahnaz Moshfegh (2010-2011)
- Angela Courtney (2010-2012)
- Keith Cochran (2010-2012)
- Catherine Lemmer (2010-2012)
- Jennifer Laherty (board liaison)
- **Charge: This committee shall receive and review applications for the research incentive fund and scholarship program applications and submit their recommendations to the Executive Board for approval and funding.**
- **Budget: Research Incentive Grants: \$6,000; SLIS Scholarships: \$2,000.**

- **Program and Social Committee**
 - Christina Wray, chair (2010-2011)
 - Carrie Schwier (2010-2011)
 - Tina Baich (2010-2011)
 - Dot Porter (2010-2012)
 - Julie Hardesty (2010-2011)
 - Monique Threatt (2010-2012)
 - Kathy Marlett (2010-2011)
 - Chanitra Bishop (board liaison)
 - **Charge: This committee shall organize at least one program of interest to the members. This committee shall also design, administer and publicize such activities as workshops, institutes or conferences for the professional development of librarianship. It may also organize a fund-raising event to support the InULA Research Incentive Fund.**
 - **Budget: \$3,000.**
- **Communications Committee**
 - Kate Moore, chair and board liaison (2010-2011)
 - Summer Tritt (2010-2011)
 - Frances Yates (2010-2011)
 - Andrea Morrison (2010-2012)
 - Jian Liu, ex officio
 - [may need one more member]
 - **Charge: The committee shall administer the InULA listserv and the InULA web site. It shall compile, edit, prepare and distribute all publications, both print and electronic, of the Association.**
 - **Budget: \$100.**
- **Membership Committee**
 - Cherry Williams, chair and board liaison (2010-2011)
 - Kate Moore (2010-2012)
 - Chanitra Bishop (2010-2012)
 - Denise Steumpfle (2010-2011)
 - Latrice Booker (2010-2012)
 - [may need one more member]
 - **Charge: It shall be the responsibility of the three representatives-at-large (and other appointed members) to administer member recruitment and retention. Duties shall include conducting the annual membership drive, contacting new librarians during the year to inform them about the Association, and invite their membership, and**

assessing the needs and interests of members in order to advise the Executive Board in its planning.

○ **Budget: \$300.**

Sherri volunteered to add committee appointments to the IU Libraries Intranet once everyone has agreed to serve.

5. The Board next discussed dates for board meetings for the balance of the membership year. The consensus was that we will meet approximately every six weeks. Steve will contact each current board member for permission to open his/her calendar on Outlook to check scheduling availability. The video bridge will also be added.
6. The board discussed the InULA Calendar, which will be posted on the InULA web site. Jennifer and Kate will check on the exact dates for various functions before the calendar is posted.
7. Book Sale discussion: we will again contact the woman who took most of the remainders after the end of the book sale last year to see if she wants to buy them in 2011. Kate Cruikshank has updated the Book Sale manual, and will send it to Bob Noel, the chair for 2011.
8. There being no other matters arising, the meeting adjourned at 2:46 p.m.

Respectfully submitted,

Wendell Johnting, 2010-2012 secretary